REPORT OF TRIP OF INVESTIGATION MADE TO HAMPTON ROADS DISTRICT BY A. M. GANSON.

Left Washington December 13th, Thursday evening, 6:30, arriving at Norfolk 8:30 A. M. Friday.

Met Mr. C. H. Rapp, Project Manager, who accompanied me throughout the entire trip. I visited the Cradock, 150-A, Project and also the Truxton, 150-C, Project, leaving Norfolk Saturday, December 14th at 5:30 P. M., arriving in Washington Sunday morning, December 15th at 10:45 A. M., boat being delayed by fog. A report covering each individual Job follows:

CRADOCK, 150-A.

This Job looks very much improved compared to my last visit. Labor is coming in more plentifully and the general contractor expects to have about 1,800 men on the Job by December 22nd. I discussed with Mr. Moore of the Central Engineering Company, which is doing the utility work, their method of procedure, and he intends starting gangs at various points so as to work toward a common center. He can now do this as he claims he can secure all the labor he needs.

The houses are going along in much better sequence and the buildings are being carried out in a much more systematic manner.

I am rather hopeful that the job is getting into its stride and if systematic construction is carried out before very long it will present a very good showing. I have for your inspection a plot plan showing amount of work done and houses being worked on. Within another week the contractor expects to have all foundations dug if fair weather holds out.

I looked into the question of costs and found that the actual costs per unit were running from one to two times the official estimate per unit costs. This may be due to the poor class of labor being obtained and the contractor is sending to the larger cities to recruit carpenters and other skilled mechanics.

The plasterers are still on strike and they are the last trade out.

I looked into the contractor's overhead which is still high. He has reduced it somewhat and says he will try to cut it still more. He has requested we give him more time to make further reductions and it appears to me to be good policy not to be too drastic with him if, as I believe, it will tend to disrupt his organization. I think the best thing to do is to stand behind him with good and proper advice so as to hurry the job along and this will bring the results we are after.

I am attaching a memorandum giving the number of men on the job and the condition of the project as it was on December 14, 1918, at noon:

Carpenters:

Hegeman-Harris Co., Inc.,	241	
" " " "	80	signed up today
Central Engineering Co.	12	
	333	

Common Laborers:

Hegeman-Harris Co., Inc.,	402	
Central Engineering Co.,	320	
W. G. Cornell Co.,	10	
Davis Brown, Inc.,	6	
H. H. Dunn,	40	
	778	
Hegeman-Harris Co., Inc.,	196	signed up today
" " " "	250	to be signed up Sunday
Central Engineering Co.,	50	to be signed up Monday
	496	
	565	to arrive during week of 16th
	1839	
Plumbers	21	
Steam fitters	8	
Electricians	5	
Grand Total - -	1883	

	Started	Finished
Houses	431	
Foundations	302	240
Framing	212	102
Siding	96	
Roofing	55	1
Plastering	0	on strike
Stucco	0	" "
Plumbing, rough	33	
Electric wiring	62	
Heating	36	

In connection with this report I would say that plumbers, steam fitters, electricians, and plasterers have been on strike, and it has been very difficult to do anything on this work until very recently. Flooring is being laid and the delay in some finished exterior trim is holding up the completion of the exterior siding. This work is being traced, and followed up continually and I do not anticipate that it will hold up things any longer as it is beginning to come in. The service track was clear of cars. The roofing is not completed owing to chimneys which have been held up by bricklayers strike now settled.

On the whole I am rather optimistic.

TRUXTON. 150-C.

This Job has a nice businesslike look about it. The houses are being erected in systematic manner, and are coming along in fine shape. They need carpenters and bricklayers as well as laborers, but these are now coming in and the Job should hum. I spoke to the contractor about his overhead and he is cutting as much as he can now, and promises to carry the cutting further.

A statement of the condition of the Project, as well as the number of men on the Job, is as follows:

	Started	Finished
Houses	151	
Excavations	151	150
Sewers	started	
Water and gas	19	19
Foundations	89	89
Brick and tile	19	16
Rough Carp.	83	10
Fin. "	9	
Rough plumbing	41	12
Roofing	5	

Labor on Job, including sub-contractors:

Carpenters,	132
Laborers,	95
Plumbers,	2
Helpers,	3
Bricklayers,	17
Foremen,	15
Miscel.,	14
Office,	33
Total	311

Respectfully submitted,

OFFICE MEMORANDUM

FROM: John W. Alvord, Chief Engineer.
TO: Burt L. Fenner, General Manager.
DATE: January 6, 1919.

SUBJECT: Water Supply at Cradock and Truxtun, Va., and Contractual Relations with City of Portsmouth.

Since the Cradock and Truxtun Developments were started in July 1918, the City of Portsmouth, Va. has acquired the plant and property of he Portsmouth, Suffolk and Berkley Water Company with certain recent extensions at a cost of about $3,000,000.

The City has also contracted with the War Department for the further expenditure of $1,800,000 for betterments, for which it will have to pay, upon appraisal, probably in the neighborhood of $1,200,000 three years after the war is over.

The City therefore will probably be finally indebted for its waterworks outside the United States Housing extension, in the sum of about $4,200,000, in addition to which it has outstanding bonds of $2,500,000, or a total of $6,760,000 of debt against a total of $15,000,000 of taxable property. (Combined population 75,000). It would appear therefore that the City is already very heavily loaded with waterworks obligations.

The City will have paid before considering the Housing Corporation's developments, about $56 per capita for its water works as against an average of $28 per capita for the United States (pre-war prices). Few cities in the United States have paid so much as this for water supply. Water rates therefore should be properly high, while as a matter of fact they are now quite low.

It would appear that the City being obliged to expensively impound, filter and transport the supply a long distance, cannot afford to receive less than 10 cents per 1,000 gallons at the center of Portsmouth and in addition to this there must be added the cost to convey and distribute it at Truxtun and Cradock.

It also appears that the present rates already established in Portsmouth are too low to carry such large charges; that it is difficult to raise them once having been established, goes without saying.

In addition to the above program which the City has assumed, the United States Housing Corporation is now expending, under the curtailed plans since the armistice (740 houses - both developments) approximately the sum of $190,000 at Cradock and $30,000 at Truxtun, Va., a total of $220,000 for additional water distribution system.

In both of these developments there are included in this cost a long line of large transmission mains, entirely outside of the developments, and in part within the present and proposed city limits, these mains to Cradock costing approximately $85,000 and to Truxtun $7,200, a total of $92,200.

If the City were to take over and administer the water distribution of the Cradock and Truxtun Housing Corporation's developments, it would receive under the present water rates in Portsmouth a gross revenue of approximately not more than $13,000, assuming all housing fully completed, from which after paying operation, depreciation etc., it would have left not more than sufficient not to pay 7 per cent interest on about $30,000 for extension investment.

It seems therefore, that unless very rapid growth occurs in the developments, in addition to the housing now provided, that all but about one-seventh of the investment is unremunerative.

If the present housing now being provided should not be fully occupied, this deficit will be much greater and the appraised value after the war correspondingly less.

If the 16 inch main within the City can be shown to have good value there for reinforcement against future growth, this will lessen the loss to the Government.

Various plans of dealing with this situation have presented themselves to the Engineering Division ranging from turning over all this property now at what we can get the City to take it for and operate it, and writing off all our loss, to a plan for holding and operating by the Navy Department or other Government agency.

An analysis of the different methods that suggest themselves made by Mr. Durbin, District Engineer, and attached hereto, would seem to show that if the City will take over the connecting mains to the Belt Railroad and to Truxtun and the Truxtun distribution system, this is about as much as we can expect them to do. This will leave the Cradock Distribution to be owned and operated by the Government.

If a contract is entered into with an appraisal three years after Peace is declared , Mr. Durbin estimates that the total write-off may be as high as $190,000 if no value for transmission main is found, or as low as $75,000 if only a 20 per cent write-off on the transmission main and distribution system in Truxtun is allowed. This assumes the development is pretty fully occupied, but that it does not materially grow larger.

It will probably cost the Government about $2,200 per annum to operate the Cradock development. This sum will be mainly for reading meters, maintaining distribution system and collecting bills.

Negotiations are now in progress, and exchange of opinion has been had with the City Council. I am frank to say that I think the City Council Committee, being new to the waterworks business and somewhat optimistic about their new plant just acquired, can be readily dealt with but it is far from our desire to ask for any settlement other then we are sure is fair and just to both parties at interest.

I therefore recomment the continuence of the negotiations on the plan last outlined, viz., that we enter into a contract with the City, if possible, to take over the Truxtun distribution system and connecting main, and that portion of the Cradock connecting main north of the Belt R.R. to be owned by them and paid for at an appraised value three years after the war. And that the Housing Corporation continue to own and operate the distribution system of Cradock and that portion of the connecting main South of the Belt R.R. until such time as it can be reasonably disposed of in the near future to the City or other interests, on a basis which it is hoped will be better than anything now in sight;

Chief Engineer.

JWA/MVN

OFFICE MEMORANDUM

FROM: W. A. Durbin, District Engineer.
TO: John W. Alvord, Chief Engineer.
DATE: January 15, 1919.

SUBJECT: Utility Cost at Cradock, Va. Project 150-A.

The cost of the permanent utility work at Cradock has been extremely difficult to estimate. This has been occasioned by high labor costs, a high ground water plane with a semi-fluid blue clay subsoil, etc. This estimate is based upon the following schedule:

Permanent Houses.....563
Ready Cut Houses near Bridge 24
Ready Cut Houses So part of tract..... 69
Barrack Apartments (7 buildings).....104

ESTIMATED COST FOR THE 563 PERMANENT HOUSES:

	Total Cost	Chargeable to present development.	Chargeable to future development
Sanitary Sewers.....	$130,000.00	$100.000.00	$ 30,000.00
Sewage Pumping Sts. & Outfall Sewer.....	46,000.00	20,000.00	26,000.00
Storm Drains.....	30,000.00	30,000.00	
Water Distribution System.....	110,000.00	100,000.00	10,000.00
Roads and Sidewalks.....	150,000000	150,000.00	
Electric System.....	75,000.00	70,000.00	5,000.00
Water Transmission Main.....	85,000.00	40,000.00	45,000.00
Total.....	$626,000.00	$510,000.00	$116.000.00

UTILITIES FOR 24 READY CUT HOUSES: (Near Bridge)

Water Distrubution System.....	5,900.00	5,900.00	
Storm Drains.....	00.00	00.00	
Sanitary Sewers.....	4,800.00	4,800.00	
Roads, Sidewalks, etc.....	2,200.00	2,200.00	
Electric System.....	1,500.00	1,500.00	
Total.....	14,400.00	$14, 400.00	

UTILITIES FOR 69 READY CUT HOUSES: (So. Part of Tract)

Water Distribution System.....	21,900.00	20,000.00	1,900.00
Storm Drains 800 ft.....	3,050.00	3,050.00	
Sanitary Sewers.....	18,000.00	15,000.000	3,000.00
Roads, Sidewalks, Etc.....	10,000.00	10,000.00	
Electric System.....	3,000.00	3,000.00	
Total.....	$55,950.00	$51,050.00	$4,900.00

104 APARTMENT BARRACKS:

Water Supply	$9,210.00	$9,210.00	000
Sanitary Sewers	5,075.00	5,075.00	
Roads, & Sidewalks	4,000.00	4,000.00	
Electric System	1,000.00	1,000.00	
Total	$19,285.00	$19,285.00	

BARRACKS, MESS HALL, KITCHEN, ETC.

The barracks, mess halls, kitchen, etc., included in the Wise Granite Contract are practically completed. The cost of the utilities has been included in the general building contract and cannot well be separated from the balance of the construction work hence no estimate has been prepared. The combined cost for all of the work can be obtained from the records of the Cost Engineer.

RECAPITULATION: (Total families accommodated --- 760.)

	Total	Chargeable to present development.	Chargeable to future development.
563 Permanent Houses	$626,000.00	$510,000.00	$116,000.00
24 Ready Cut Houses	14,400.00	14,400.00	
69 Ready Cut Houses	55,950.00	51,050.00	4,900.00
104 Apartment Barracks	19,285.00	19,285.00	
Total Cost	$715,635.00	$594,735.00	$120,900.00
Engineering	42,650.00	35,000.00	7,650.00
Total	$758,285.00	$629,735.00	$128,550.00
Cost per family (Basis of 760)	997.74	828.60	

The cost of both the water and electric distribution systems is to be assumed by the Housing Bureau. A contract has been entered into with the Virginia Light & Power Company in which they agree to reimburse the Housing Corporation at the expiration of one year for the electric distribution system at the then fair value.

Negotiations are now pending with the City of Portsmouth for the water distribution system. The outcome of the city's negotiations cannot be determined at this time.

Gas has been eliminated for the present.

OFFICE MEMORANDUM

FROM: W. H. DURBIN, Districe Engineer.
TO: JOHN W. ALVORD, Chief Engineer.
DATE: January 15, 1919.

SUBJECT: Utility Cost At Truxtun, Va. Project 150-C.

The utility work at Truxton has been estimated upon the latest revised plan which consists of accommodations for 193 families.

	Total Cost for 193 Fam.	Chargeable to present development.	Chargeable to future development.
Sewage disposal tanks	$24,125.00	$24,125.00	
Storm drains	7,500.00	7,000.00	500.00
Water distribution system ..	22,800.00	20,000.00	2,800.00
Water transmission main	7,200.00	3,600.00	3,600.00
Street improvements	8,000.00	8,000.00	
Electrical work	20,800.00	20,000.00	800.00
Total Utility Cost.....	$90,425.00	$82,725.00	$7,700.00
Engineering Fees.....	8,000.00	6,000.00	2,000.00
Total	$98,425.00	$88,725.00	$9,700.00

The Housing Corporation must assume the entire cost of this work. A contract is being negotiated with the City of Portsmouth to take over the water distribution system and transmission mains at some future date. This contract has not bee fully consumated and in the tabulation given above, the entire cost is charged against the Housing Corporation. The same applies also with reference to the electric distribution system. The latest decision has been to eliminate gas for the present.

REPORT OF CONFERENCE HELD JANUARY 27, 1919,
IN MR. FENNER'S OFFICE, WASHINGTON, D. C.
PROJECT 130-A - CRADOCK, VA.

PRESENT:

Mr. Fenner, General Manager,
Mr. Sherman, Engineering Division,
Mr. Durbin, Engineering Division,
Mr. Rapp, Project Manager.

It was decided that we should surface all of the roads inside the development with about 9 inches of slag or gravel rolled to 6 inches, using "the run of the pit" when material is not available on the site. In connection with this work it was decided that in view of the probability of the Housing Corporation conducting its own utility work we shall use the slag and ballast which is at present around the service railway tracks. Any additional slag or gravel required for this surface is to be purchased on a field order, and no extra allotment is to be made covering this work, but the Engineering Division should see that the field engineer is advised accordingly, and that the field Engineering Inspection Division is made acquainted with this decision.

It was decided that the telephone poles shall be either round or square, but reasonably true. Any poles which have been delivered and which do not fulfill these requirements in the eyes of the Town Planner and the Works Superintendent are to be rejected. The Works Superintendent is, however, to investigate the orders placed for these poles to see whether or not they can be rejected, and to be sure of his position before making such rejection.

The Engineering Division advises that the method of constructing the sub-structure of the sewerage pumping station, shown on Hill & Ferguson's drawing No. 130-P-31 is an expensive method, and need not be followed if, in the opinion of the Contractor and our utility superintendent a cheaper method of constructing the sub-surface vault can be devised. Before deciding upon the method of construction, however, the Engineering Division should be called in to pass upon what it is intended to do. In order to clear up any possible confusion relative to the construction of the roads from the Bridge across Paradise Creek to the Portsmouth Navy Yard, it was the understanding of the parties present that the road which we have contracted for which runs from the end of the Bridge through the labor camp and over to the Portsmouth Navy Yard gate is the only road which we will at the present time construct. This is at present under contract, and work is proceeding, the contract being a sub-contract made through the Hegeman-Harris Company. Bids for the construction of another road starting from the same point and running along the outside of the labor camp over to the Portsmouth Navy Yard gate, and for a road running from the Navy Yard gate to the town of Portsmouth, are in the hands of the Committee of Design for checking. It is intended that nothing further shall be done on this road other than to have the op-

timates checked, and after it has been decided whether or not we shall build this road in conjunction with the Navy, or whether the Navy is to build it alone, new estimates are to be taken wherein work done under our supervision will be through contract with the United States Housing Corporation and not through the Hegeman-Harris Company.

CoRapp

REPORT OF CONFERENCE HELD JANUARY 27,1919,
IN MR. FENNER'S OFFICE, WASHINGTON, D.C.
PROJECT 150-C - TRUXTON, VA.

PRESENT:

Mr. Fenner, General Manager,
Mr. Sherman, Engineering Division,
Mr. Durbin, Engineering Division,
Mr. Rapp, Project Manager.

The following matters were discussed and decisions arrived at:

It wasdecided to approve the recommendation of the Committee of Design to surface the roads on Hobson and Manley Streets within the confines of the Project with 9 inches of gravel rolled to 6 inches, using "the run of the pit". Deep Creek Boulevard should be required. Estimates are to be taken covering this change.

It was also decided that the telephone poles are to be straight and nearly true. The poles may be either square or round, and any poles not suitable shall be rejected. Instructions to this effect are to be issued to the Works Superintendent.

In view of the added expense incurred in surfacing the roads it was decided not to build the transformer station as the location of the transformer is quite removed from the houses, and it is our understanding that the exterior transformer on the place will give adequate service.

C.A. Rapp

OFFICE MEMORANDUM.

FROM: W. H. Durbin, District Engineer
TO: John W. Alvord, Chief Engineer.
DATE: January 28, 1919.

SUBJECT: Minutes of a conference held in the office of Mr. Fenner, January 27, 1919, covering items of utility construction at Cradock and Truxton, Projects 150-A and C:

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PRESENT: B. L. Fenner: L. K. Sherman: Conrad H. Rapp: W. H. Durbin.

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Transformer Station at Truxton:

The matter of constructing a small brick transformer house in accordance with a plan submitted by Rossel Edward Mitchell, Architect, was discussed. Letters on file and discussion with Mr. Stevens, Electrical Engineer, for the Virginia Light & Power Co., would indicate that this building was not necessary since outside construction could be used for the transformers. Due to this fact and to the remoteness of the location of the transformer station from the housing development in Truxton which would eliminate any objection from the standpoint of appearance, it was decided to cancel the brick building construction. Later in the day Mr. Wheeler telephoned from Norfolk and he was advised of this action.

Connecting Road to Portsmouth:

A contract has already been placed to improve with gravel the road passing through the barracks and connecting with the Navy Yard gate. There remains a connection between the Navy Yard gate and the improved streets of Portsmouth that will not be improved. This section of the road would later on be made a part of the permanent concrete road which the Navy Yard has now under consideration that would connect the Navy Yard in Portsmouth with the naval magazine. Since the matter of constructing the permanent road just referred to has not been finally decided upon, and inasmuch as the connecting line between the Navy Yard gate and the City of Portsmouth will form a portion of this permanent road, it was decided to withhold action upon this matter for the present.

Roads Within the Developments of Cradock & Truxton:

Mr. Wheeler, Project Engineer, had furnished Mr. Sherman a tentative estimate of $8000 for the improving of the roads in Truxton with an 8 foot gravel macadam. The recent storms indicated quite conclusively that it would be impossible to make deliveries to the houses in Truxton unless some improvement was made to the roads. It was therefore decided that a 9 inch gravel roadway of 8 foot width should be constructed in Hobson Street and Manly Street. With these

two streets improved and making connections to the Deep Creek Boulevard and with the Key Road already improved, access could be made without difficulty to this development.

CRADOCK:

What has been stated with reference to the roads in Truxton, would apply equally as well to these located in Cradock. It was agreed that the roads connecting with Afton Boulevard should be improved and that the material which has been used as ballast under the temporary railroad spurs should be used as far as possible for the improvements of these streets. It was suggested further that inasmuch as the utility work was to be carried on directly by an employee of the Housing Corporation, that he should be given authority to order such additional amount of material as would be required to place these streetsin a passable condition. However, Mr. Fenner was not in a position to give definite orders in this respect and preferred withholding a decision until discussing the matter with Mr. Eiglitz.

Electric Poles: CRODOCK & TRUXTON:

The poles for the electric distributing system as now delivered are very crooked and unsightly. It was the opinion of those present that a better grade of poles should be used within the streets. Mr. Rapp advised that a large number of the chestnut poles which had been delivered were rejected on account of their unsightly appearance. Rough estimates prepared by Mr. Couch, Electrical Engineer, would indicate that the additional cost of installing sawed poles that are to be located within the streets over the chestnut poles as had been previously specified would be $3000. It was decided that either a better grade round pole should be used within the streets or possibly the sawed pole construction; the slight increase in the cost of this construction over that of the chestnut poles was deemed advisable.

Sewage Pump Well:

The contractor engaged upon the construction of the sewage pump well in Cradock objects to the plan as submitted for this work by the former Project Engineers, Messrs. Hill & Ferguson. The plans as submitted embodied the exact method of construction which should be used in connection with this work, which was very expensive, having in mind that the presence of ground water would be a very serious matter and difficult to dispose of. The work which has been done up to date would not indicate any extreme construction difficulties and although the plans as submitted by Hill & Ferguson had been previously approved by you and the Engineering Division, yet it was felt that the contractor should be allowed the option of the following a construction plan other than that specified by Hill & Ferguson. It was decided, therefore, that this privilege should be granted the contractor.

NORFOLK, VA. #150-A & C

January 31, 1919

Add to the housing program at Cradock 12 stores, and at Truxton, 6 stores.

The necessary primary schools are to be provided, either through negotiation with the local school authorities or by the Bureau.

Exc
Ord
1/31/

U.S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
613 G Street Northwest P. O. Box 1903
Washington, D. C.

February 14, 1919.

REPORT:
FROM: F. J. Warne, Manager, Industrial Relations Division.
TO: Willard Howe, Manager, Operating Division.

SUBJECT: Rentals at Portsmouth Navy Yard, Portsmouth, Va., on Housing Corporation Houses Based on Wages of Employees of the Navy Yard Likely to Occupy the Houses.

In compliance with your request I am transmitting herewith a report by the Industrial Relations Division on rentals at Portsmouth Navy Yard, Portsmouth, Va., based on ability of probable occupants to pay, as determined by wages received.

The housing development for employees of the Navy Yard consists of two model towns, Cradock, Va., to be inhabited by the white employees, and Truxton, Va., which is a mile and a quarter from the Navy Yard, to be inhabited by colored employees. This report will treat each model town and its probable occupants separately, with also a distinct analysis for those employees who are office workers.

Cradock, Va., for Whites.

An examination of the pay roll of the Navy Yard which has in its employment 4,929 white people, exclusive of the 480 office workers, furnishes the following information:

.01%	of the	men	earn	from	$15-$20	weekly;	can	pay	rental	of	$16.00
19%	"	"	"	"	" $21-$25	" ;	"	"	"	"	$18.00
5%	"	"	"	"	" $26-$30	" ;	"	"	"	"	$22.00
16%	"	"	"	"	" $31-$35	" ;	"	"	"	"	$27.50
52%	"	"	"	"	" $36-$40	" ;	"	"	"	"	$30.00
8%	"	"	"	"	over $40	" ;	"	"	"	"	$35 or over.

It follows that 76 per cent of these white employees, or approximately 3,726, can afford a minimum rental of $27.50 per month. Since housing accommodations for 562 families only have been planned--there are in addition 104 apartments and 93 ready-cut bungalows--, it will be seen that there are many more men with ability to pay $27.50 and over than there are houses or apartments. Using the absolute numbers representing the above percentages, we have the following:

792	men	can	afford	to	pay	$27.50	per	month.
2,549	"	"	"	"	"	$30.00	"	"
395	"	"	"	"	"	$35.00	"	"

A statement follows showing these 3,726 men divided as to wage in relation to the total white employees, with num-

ber in each able to pay the respective rental:

Company	Total White Men Employed	Wages Earned Per Week $31-$35	$36-$40	Over $40
Portsmouth Navy Yard	4,929	792	2549	395
Percentages of total:	100%	16%	52%	8%

Approximately one-fourth of the total number of 4,929 employees whose weekly wages were ascertained do not earn a sufficient wage to permit them to rent any of the houses if a minimum rental of $27.50 is established. Of these 1,193 men for whom provision has not been made, 247, or 5% of the total, earn between $26 and $30 a week; 939, or 19% of the total, earn from $21 to $25 a week; and 7, or one one-hundredth of one per cent of the total, earn from $15 to $20 weekly.

The above information is tabulated in the following form:

Company	Total White Employed	Wages Earned Per Week $15-$20	$21-$25	$26-$30	$31-$35	$36-$40	Over $40
Portsmouth Navy Yard	4,929	7	939	247	792	2549	395
Percentages of total:	100%	.01%	19%	5%	16%	52%	8%

Regrouping this information according to specified rentals the following important statistical results are obtained: (Exclusive of the 104 apartments and 93 ready-cut bungalows)

Houses, Rentals and Possible Occupants - Portsmouth, Va. Cradock, Va. Whites.

Rentals	No. of Houses		Possible Occupants		Company
$20	12				
$22	72	approx.	247	5%	Ports-mouth Navy Yard
$23	6				
$24	52	"			
$25	30				
$26	16	"			
$27	80				
$29	250		792	16%	
$31	32		2549	52%	
$33	12		395	8%	

In brief, the above data indicate that many more are amply able to pay the $27.50-$35 a month rental than there are houses or apartments to be rented at these proposed rates.

Truxton, Va., for Colored People

An examination of the pay roll of the Navy Yard which has in its employment 2,086 colored people furnishes the following information:

1%	of the	men	earn	from	$15-$20	weekly;	can	pay	rental	of	$16.00
83½%	"	"	"	"	$21-$25	" ;	"	"	"	"	$18.00
3%	"	"	"	"	$26-$30	" ;	"	"	"	"	$22.00
9½%	"	"	"	"	$31-$35	" ;	"	"	"	"	$27.50
1%	"	"	"	"	$26-$40	" ;	"	"	"	"	$30.00
2%	"	"	"	"	over $40	" ;	"	"	"	"	$35 or over.

It follows that 12.5% of these colored employees, or approximately 268, can afford a minimum rental of $27.50 per month. Since housing accommodations for only 174 families have been planned, it will be seen that there are more men with ability to pay $27.50 and over than there are houses for. Using the absolute numbers representing the above percentages, we have the following:

198	men	can	afford	to	pay	$27.50	per	month.
26	"	"	"	"	"	$30.00	"	"
44	"	"	"	"	"	$35.00	"	"

The following table indicates these 268 colored employees, in relation to total colored employees, with the number in each able to pay the respective rentals:

Company	Total Colored Employees	Wages Earned Per Week		
		$31-$35	$36-$40	Over $40
Portsmouth Navy Yard	2,086	198	26	44
Percentages of total:	100%	9½%	1%	2%

Approximately 87½% of the total number of 2,086 colored employees whose weekly wages were ascertained do not earn a sufficient wage to permit them to rent any of the houses if a minimum of $27.50 is established as the lowest rental. Of these 1,818 men for whom provision has not been made, 62, or 3% of the total, earn from $26 to $30 weekly; 1,743, or 83½% of the total, earn from $21 to $25 a week; and 13, or 1% of the total, earn from $15 to $20 per week.

The above information is tabulated in the following form:

Company	Total Colored Employees	Wages Earned Per Week					
		$15-$20	$21-$25	$26-$30	$31-$35	$36-$40	Over $40
Portsmouth Navy Yard	2,086	13	1743	62	198	26	44
Percentages of total:	100%	1%	83½%	3%	9½%	1%	2%

Regrouping this information according to specified rentals the following important statistical results are obtained;

Truxton, Va. for Colored

Rentals	No. of Houses	Possible Occupants		Company
$16	20	12	1%	Portsmouth
$18	107	1,743	83½%	Navy Yard
$19	47	62	3%	

In brief, the above data indicate that there are more than ten times as many able to pay a rental of $18 a month than there are houses or apartments to be rented at these proposed rates.

Office Workers* (For Cradock, Va. -Whites)

An examination of the pay roll of the Portsmouth Navy Yard which employs 480 office workers furnishes the following information:

None	of the	men	earn	from	$15-$20	weekly;	can	pay	rental	of	$16.00
41%	"	"	"	"	$21-$25	"	"	"	"	"	$18.00
14%	"	"	"	"	$26-$30	"	"	"	"	"	$22.00
9%	"	"	"	"	$31-$35	"	"	"	"	"	$27.50
12%	"	"	"	"	$36-$40	"	"	"	"	"	$30.00
24%	"	"	"	"	over $40	"	"	"	"	"	$35 or over.

It follows that 45% of these employees, or approximately 214, can afford a minimum rental of $27.50 per month. Since these office workers will be assigned to the accommodations at Cradock, if they apply for housing, it is evident that there are many more able to pay $27.50 than there are accommodations for. The absolute numbers representing the above percentages are the following:

44 can afford to pay $27.50 per month.
57 " " " " $30.00 " "
113 " " " " $35.00 " "

The following table indicates these office workers, divided as to wage and the respective rental each are able to pay:

Company	Total Office Workers	Wages Earned Per Week $31-$35	$36-$40	Over $40
Portsmouth Navy Yard	480	44	57	113
Percentages of total:	100%	9%	12%	24%

Approximately 55 per cent of the total number of 480 office workers whose weekly wages were ascertained do not earn a sufficient wage to permit them to rent any of the houses if a minimum of $27.50 is established as the lowest rental. Of these 71, or 14% of the total, earn from $26-$30 a week; 195, or 41% of

*Including any women.

the total, earn from $21-$25 a week; there being no employees among the office force earning only $15 to $20 a week.

The above information is tabulated in the following form:

Company	Total Office Workers	Wages Earned Per Week				
		$21-$25	$26-$30	$31-$35	$36-$40	Over $40
Portsmouth Navy Yard	480	195	71	44	57	113
Percentages of total:	100%	41%	14%	9%	12%	24%

Regrouping this information according to specified rentals the following important statistical results are obtained:

Crudock, Va. Office Workers

Rentals	No. of Houses	Possible Occupants		Company
$20	12			Ports-mouth Navy Yard
$22	72 approx.	71	14%	
$27	80	44	9%	
$29	250	57	12%	
$33	12	113	24%	

March 21, 1919.

Engineering.

Negotiations for Purchase
of Water Distributing Systems
at Cradock & Truxton by the
City of Portsmouth, Va.

Mr. W. B. Bates, City Manager,
Portsmouth, Virginia.

Dear Sir:

As a matter of record for our files I am giving below a digest of the conversations which Mr. Chas. A. Nichols, Real Estate Negotiator, and I had with you and with your Mr. Davis, Superintendent of the Water Works Department, on March 11th and 12th. These conversations were with regard to the purchase of the water supply distributing systems and force mains at the U. S. Housing Corporation's developments at Cradock and Truxton by the City of Portsmouth at some time in the future.

On Tuesday afternoon, March 11th, Mr. Nichols and I met you in your office and discussed in a general way:

1. The present financial condition of the City with regards to its water works system.

2. The additions and improvements which are now being made by the Army for the City of Portsmouth.

3. The agreement entered into by the City of Portsmouth to purchase at the end of three years at an appraised value, the improvements which are bing made by the Army.

4. The efforts made by Mr. Nichols during the previous weeks to complete an agreement for the City of Portsmouth to purchase at the end of three years the water works distributing system at Truxton and the force mains to Truxton and to the belt line.

5. The proposition to enter into an agreement for the City of Portsmouth to purchase at the end of three or five years from the U. S. Housing Corporation, the distributing systems at Cradock and Truxton, and the force mains.

W. B. B. 3/21/19

6. The authority which you place with Mr. Davis, the Superintendent of the Water Works, with regard to advice regarding the management and future policy with regards to the Water Work a Department

With regard to the authority of Mr. Davis, you stated that you look to him for successful operation of the water supply system and for its financial success, and that naturally you will accept his recommendation and advice as to the proposition to enter into an agreement for the City of Portsmouth to purchase at some future time the distributing systems at Cradock and Truxton, and the force mains.

On Wednesday afternoon, March 12th, Mr. Nichols and I met Mr. Davis and in his office discussed with him in a general way:

1. The financial condition of the City with regard to the water works system.

2. The agreement between the City of Portsmouth and the Army.

3. The work which the Army is doing for the City of Portsmouth.

4. Our proposition made during the conversation for the City of Portsmouth to enter into an agreement to purchase at some future time, say three or five years after the signing of Peace at a then appraised value the Water Works distributing systems which the United States Housing Corporation has installed at Cradock and Truxton and the force mains supplying water to these developments and our suggestion that we incorporate in the agreement a liberal war write off for the entire system, especially the force mains.

In reply to this, Mr. Davis stated that he would recommend against any proposition for the City of Portsmouth to enter into an agreement to purchase at some time in the future at a then appraised value, the water works distributing systems which the U. S. Housing Corporation is constructing at Cradock and Truxton and the force mains connecting with these developments. He stated that it would be time enough in three or five years from now to enter into sush an agreement to purchase, that he did not wish to enter into an agreement to purchase until he could see how the City would come out under its present agreements. He stated that the City was prepared to sell water for these developments either through a master meter and let the Corporation retail to each individual house or that the City would read the meters and sell to each individual house at the regular rates which are now or will be in force in the City of Portsmouth, and that the City will maintain and operate the distributing systems and force mains until such time as the City feels that they are financially able to purchase them.

If my understanding of our conversations with you and your Mr. Davis are not in agreement with your understanding of them I would like

very much to have you advise as to your complete understanding of them.

Very truly yours,

UNITED STATES HOUSING CORPORATION.

Chas. P. Chase, Chief Engr.

BY C. E. Henderson, District Engr.

Chase Mem 4/16/

OFFICE MEMORANDUM

FROM: Chas. P. Chase, Chief Engineer
TO: W. C. Lewis, Mgr., Construction Div.
DATE: April 16th, 1919

SUBJECT: Craddock and Truxton, Va. - Inspection.
Project #150 - A & C

I made a thorough inspection of the work at Craddock and Truxton on April 11th and 12th, with a view of settling, if possible, the numerous disputed points that had arisen, and to advise the Works Superintendents and Engineers on the various questions that had arisen.

The sites of these two villages is a level prairie, which before our operations began was very thoroughly drained on the surface by a system of farm surface ditches. Our operations have destroyed all these, making it necessary to provide by storm sewers, and a rearrangement of ditches, a system for carrying off the surface water. The surface of the ground is only from 2 to 4 feet above the level of the ground water and tide level, there being a variation of 22 inches in the ground water with the tides, so that it was necessary to keep the whole improvement as high up as possible. Early in the design stage the question of storm sewer and water mains came up, and instructions were issued by Mr. Alvord to keep all improvements as high up as possible. The water mains only have from 2 to 2½ feet of cover, and the storm sewers about the same. To go deeper than this brings the work into water and quicksand requiring sheeted trenches. To have dropped the storm sewers system 2 feet more in Craddock alone would have cost in the neighborhood of $12,000 to $15,000 for over 7000 feet of sewer, and it looks as if Hill & Ferguson might have had the idea in mind of dropping the water pipe at each sewer crossing sufficient to go under the storm sewer at that point, although it is nowhere mentioned or shown. It would at least have been a very practical and sensible way of handling the proposition, rather than to have dropped the whole storm system several feet as has been recently suggested. The cost of offsetting the water pipe to miss the storm sewers will probably not exceed $2500 at the outside, which is a good $10,000 better than to drop the sewers.

The matter was thoroughly gone over with the Engineers, Works Superintendent and Mr. Cameron, (Supt. of Construction), and the recommendation that Mr. Cameron and Mr. Wheeler make out a bill of material in such a way as to be able to procure the castings from stocks on hand at Lynchburg, and make arrangements to procure the castings at once and proceed with the work - and the matter has been left in the hands of Project Manager Rapp and the field forces to do this.

The grading of the lots, streets and walks is proceeding rapidly. The underground work is very nearly completed. The sewer force main to tide water should be in by April 19th, or very nearly so, and the concrete for the sewage pumping station in place. I find that there has been considerable lack of cooperation between the Works Supt., the Field Supt. and the Engineers, and I believe I have brought them nearer together so there will be less difficulty in the future.

I find in the Engineer's office that there has been a very large amount of detail work to do and changes to make, owing to the incompleteness of the first plans and the subsequent changes, which is mainly to be attributed to the fact that in the war rush work was begun on this project before the plans were half completed, with the idea that they were to be finished in the field as they went along. I also find that in endeavoring to drive the field work the field forces destroyed the engineer's stakes with their grading machines on numerous occasions, causing a large amount of extra work for the field forces. The work is also scattered over an unusually wide area of some miles, thus taking a great deal of time to get over the ground.

The whole contract is in such a condition now that instead of endeavoring to cut down in the forces everything should be driven at top speed, and an endeavor made to accomplish a large amount of work with the present forces, rather than cut down for the mere fact of saying that there are a few less men employed, and by doing this I believe that by May 1st a reasonable reduction in force can be made and that also a greater amount of the utility work will be accomplished.

A conference was held at Truxton between the Works Supt., Electrical Contractor, the Engineers and Mr. Couch, and myself, whereby the disputes on the electrical situation at Truxton were cleared up and the matter put in such shape that it should be possible to settle up the question at once without any further argument.

CPC:MVN

NORFOLK? VA.
Project 150-A.

Resumé

The great advantage of Hampton Roadsas a Harbor and shipping point led to an enormous development of these facilities by the Government along various lines. The largest undertakings were the additions to the plant and to the work of the United States Navy Yard, the Naval Operating Base, and the Unisted States Magazine, these buy for the Navy, and Pig Point Ordnance stores, the Tanners Creek General Stores, the Engineers Depot at Norfolk and the Norfolk and Western RR. pier, these developments being for the Army.

Between May 1st 1917, and Jan. 1st, 1918, 20,000 people came into the district - about 7,000 white workers, with 7000 members of the family, and about 3000 colored workers, with 3000 members of their families. In November 1917, complaints began to be heard of the housing shortage - by January 1918, it was obviously very serious. In pre-war times the U. S. Navy Yard andthe U. S. Magazine the only two large employers of labor, had about 8400 white and colored workers. In January 1918 the variousindustries employed over 18,000 and the work in prospect called for at least 40,000 with a possible peak load of 52,000.

The permanent after-war population of workers wasestimated at 22,275; 14,775 white and 7500 colored. On January 31st, 1918, the Independent United States Housing Committee, consisting of representatives from the Housing Committee of the C. N. D. and of the representatives from the Army, and of the Navy, after studying the results in investigations, suggested to the Secretary of War that permanent housing be provided for 3,535 white workersand 2380 colored workers. and temporary accommodations for 6,000 white and 14,025 colored.

Even figuring threeworkers to a house in the permanent houses which is morethan usual, the housing for these 26,400 men was estimated to cost $10,000,000. As the total operation of the army andthose of the navy were of about the same sizein this district it was suggested that each pay onehalfof this amount from their available funds.

The situation was so complicated, the needs to be served so various, the available sites presented such different advantages and disadvantages, that it wasonly after much investigation and discussion of alternatives and much balancing of different opinions that the sites were finally chosen.There were three sites:- Glenwood, in Norfolk on Bush Creek,near the site of the Old James-town Expositionk serving the navy operating base ni the Navy Yard, andCradock for white workers, south of Portsmouth, on Paradise Creek, also serving the Navy Yard.

The Housing Corporation was satisfied that Truxton was well llocated andsuitably designed to serve its purpose inexpensively. Both Glenwood, and Cradock, however, wereopen to serious objections, the first on account of real estate complications andsome engineering difficulties, thesecond on account of its difficulty of access and the engineering difficulties inherent in its low andflat site. On the whole, however, the

Corporation was satisfied that all other alternatives offered at least equal disadvantage.

The area chosen for this development was mostly open farming land bounded on thenorth and cut into from the east by arms of Paradise Creek. The shores of these tidal water areas were bordered in many places with a good growth of timber, stopping at a definite line where the flat land was cultivated and falling into very pleasant groups. There was also a patch of woodland, some areas of more scattered trees anda low area, almost a fresh swamp, in the southern part of the site near the tidewater railway. The land was almost absolutely flat, the greatest difference of elevation in the surface, except on the creek banks, being aboutthree feet(and the average surface being only about feet above mean tide.)

The tidal variations of the water in Paradise Creek introduced a serious problem, because though the creek is very attractive at high tide it is largely a mud-flat at low tide. It was at one time proposed to fill most of those flats, in connection with large dredging operations further down stream, but this didnot prove practicable. At present it is proposed merely to do such filling and cleaning as will prevent the standing ofany fresh water to breed mosquitoes.

To provide reasonable access from Cradock to the Navy Yard on the shortest line, and thence to Portsmouth, two bridges are necessary one postponed, for the present, carrying Gilmerton Boulevard on a continuous line across the creek, the other, already built by the Housing Corporation connecting Gillis Roadwith Gilmerton Boulevard, as extended. Also it was necessary to construct and properly pave the extension of Gilmerton Boulevard from the creek to the Navy Yard, both for the future traffic to and from Cradock andfor the convenience of the present construction of the town, for the existing roads, poor enough at best, were turned into a slough in wet weather by heavy traffic.

In arranging the street system of the project a long diagonal Gillis Road was run to the further corner of the scheme from a Bridge over Paradise Creek. A main traffic boulevard, Afton Parkway, was laid out generally east and west through the heart of the development, and a spur of the trolley line run through the town upon it. A main residential and promenade parkway, Prospect Parkway, was run at right angles to the main part of the parkway, from the wooded area of Afton Parkto the schoolhouse site on Prospect Field.

The town center is in the heart of the scheme, with all these main traffic lines passing through or near it.

The particular form of the street layout as shown on the plan came about from the adaptation of these main requirements to the existing topography and the determined lot and block sizes.

The orientation of the streets and consequently of the houses is lessimportant here than at Truxton because the houses are further apart. Here most of the houses face northwest andsoutheast.

The main portion of thestreet scheme is almost absolutely a grid-iron , and the lack of terminal features for most of the vistas thus formed is unpleasantly noticeable on the ground. Also the regularly repeated arrangement of the houses on consecutive blocks produces a series of unintentional vistas across the blocks. These are undesirable, and at present, the planting not being grown, these are very conspicuous, but later they will be mostly stopped by foliage in the summer, and at least interrupted even in the winter, particularly as there will be some small buildings such as garages in the interiors of the block.

Cradock being so far from Portsmouth it was necessary toprovide most of the community facilities such as schools, stores, fire engind house, a small hotel, community recreation building and market. Some of these may be now provided only sufficiently to serve the present development, for instance only a few stores will be built at once, therest to be built by private enterprise as theyare needed. Similarly a temporary school may be built at once, the permanent buildings being postponed until construction is relatively cheaper. The hospital as shown serves not only Cradock itself but also accident cases from the Navy Yard. Only a small part ofit , for present uses,is now built Sites for churches were provided, to be turned over to responsible churches societies at a low nominal charge.

A group of apartment houses for _____families, around a central court,was built, to offer some housing relief at the earliest possible moment. For the same reason a district of _____ ready cut houses was planned, and _____ were built. Between Gillas Road and Virginia Road. The Armistice occurring at this point in the construction, the rest were not erected.

It was intended that the baracks erected for the men building Cradock should, when the town was finished, serve some of the single workmen employed in the navy yard, but this will now presumably prove to be unnecessary.

Norfolk, Va.

Vol. 2

1

SEVEN PINES

July 18, 1918.

REPORT TO: W. E. GUERIN

BY: GALE PHEASANT

HOUSING CONDITIONS
RICHMOND, VIRGINIA.

According to instructions, during the period from July 11 to July 15, 1918, I made an investigation of housing conditions at Richmond, Virginia, with special reference to the establishment of a marine boiler and engine plant to employ approximately 800 men who would require housing in about six months. The following report is based on personal examination and inspection, on surveys made under my direction, and on interviews and conferences with the following persons, among others:

W. T. Dalney	Business Manager	Richmond, Va.
F. D. Dunlop	Sec'y.Chamber of Commerce	"
May T. Thornton	Postmaster	"
H. M. Lawder	Supt.Mails	"
H. R. Pollard Jr.	Prest.Richmond Real Estate Exchange	"
Geo. B. Snead	Secy. " " " "	
O. H. Funston	of Elam & Funston, Real Estate	
C. G. Kizer	Commissioner of Labor,	State of Virginia.
Wortley Dickie	Examiner in charge	U.S.Employment Office
C. C. Johnson	Asst. to Gen. Mgr.	Virginia Ry. & Power Co.
J. H. Whitly		
George Ainsley	Mayor	Richmond, Va.
Thos. McAdams	Pres. Merchants National Bank	"
E. D. Addison	V.P. First Nat.Bank	"
H. W. Jackson	Pres.Virginia Trust Co.	"

PHEASANT REPORT 7/18/18

CITY OF RICHMOND. LOCATION AND SIZE

The City of Richmond had a population in 1910 of 127,000. Its population at the present time is variously estimated at from 160,000 to 180,000, and it is estimated that there are 30,000 houses in the City. The print of the City is roughly oblong in outline, in length extending northwest and southeast about six miles, and north and south about four miles.

For the purpose of this Report the City was divided into the following districts, indicated on map hereto annexed as an Exhibit: The Central, embracing the old best residence district, the business and hotel district, mostof the rooming houses, also a greater portion of the negro districts. The East End containing factories and largely inhabited by working people. The West End containing the City's newer best residence districts and also some working class districts. South Richmond, south of the James River, formerly the City of Manchester is almost entirely a working class district, suburban, including all the

scattered suburban districts.

VACANT HOUSES

On July 11, 1918, the letter carriers of Richmond Post Office were instructed to list all the vacant houses, flats and business properties on their respective routes and to note the condition thereof. They reported a total of 1034 houses and flats, of which 759 were for white persons and 275 were for colored persons. Of the total number of vacant houses 534 were reported to be in good condition, 276 in fair condition and 224 in poor condition. The following summary shows the location of these houses according to districts enumerated in the preceding paragraph:

TOTAL DWELLINGS.	WHITE KIND HOUSES	WHITE KIND FLATS	WHITE CONDITION GOOD	WHITE CONDITION FAIR	WHITE CONDITION POOR	COLORED KIND HOUSES	COLORED KIND FLATS	COLORED CONDITION GOOD	COLORED CONDITION FAIR	COLORED CONDITION POOR	BUSINESS PROPERTY
438	254	77	137	118	76	117	40	76	47	34	176
173	[illegible]	12	35	40	34	62	2	9	24	31	72
240	135	86	196	17	8	17	2	8	8	3	21
75	47	7	44	6	4	21		11	5	5	5
58	43	1	14	7	23	14		4	4	6	26
1034	576	183	426	188	145	231	44	108	88	79	300

It will be noted in the South Side or South Richmond which is pre-eminently a district where factory workers live there are very few vacant houses.

HOUSES FOR RENT NOW

On July 11, 1918, Mr. George D. Snead, Secretary of the Richmond Real Estate Exchange obtained lists from 49 Real Estate Offices in Richmond, these being all the Offices of consequence except one. From these lits he made up a list for the entire City, giving rentals and location, which is attached to this Report as an Exhibit. This classification as to districts may be summarized as follows:

District:	White: Houses	Flats	Total White	Colored Houses & Flats:	District Totals
Central	178	123	301	276	577
West End	111	83	194	46	240
East End	78	53	131	81	212
South Richmond	21		21	3	24
Suburban	21		21	5	26
Total	409	259	668	411	1,079

It will be noted that the letter carriers reported 91 more vacant houses and flats for whites than were shown by Real Estate lists,

which the Real Estate men listed 136 more colored houses and flats than the letter carriers reported. It would be expected that ordinarily the letter carriers would find vacant houses which were not included in Real Estate lists. However the fact that fewer negro accommodations were reported by the letter carriers than were listed by the Real Estate men may be explained upon considering that some of the accommodations listed for negro contained only two rooms. The letter carriers in a one trip survey such as was made here at Richmond might overlook some colored accommodations.

Very few offerings of South Richmond real estate were listed. This is a district especially inhabited by factory workers, The Secretary of the Real Estate Exchange was unable to obtain the list from the Agenty who rents most of the property in South Richmond.

In addition to the houses for rent at the present time, most of the yearly leases in the City of Richmond expire on September 1st, and there are 2000 or more houses, apartments and flats being offered for rent at that time which were not included in the real estate lists. It is expected by the Real Estate Exchange that there will be more vacant houses on September 1st than at present since many of the houses then vacated will remain vacant because of the unusual number of families which have been broken up by members leaving for war service or to secure employment elsewhere.

Rental Rates

The houses listed by the Real Estate men range inrental rates from $1500. to $72. per year for whites and from $40. per month to $2. per month for colored. Of the accommodations for whites, 151 house apartments rent for $500. or more per year, 368 carry a rental rate from $500. to $150. per year and 151 rent for less than $150. per year.

Many of the larger houses carrying higher rentslocated in the Central section were formerly the City's best dwellings. Some of these are being changed into apartments for three of four families, and most of these large houses could be so changed, or could be occupied in their present condition by two or three families.

The rental rate on all the white property listed by the Real Estate Exchange was quoted by the Year. Most of this property on which the rent is less than $20. per month, and much of the higher priced property can be rented by the month. It is reported that the average skilled workman has heretofore paid about $18. to $30. per month in Richmond, except where higher priced houses were rented with the object of renting rooms; also that there has been no increase in rental rates of any note with the exception of small increase in heated apartments.

Rooms for rent

The letter carriers of the Richmond Post Office distributed among rooming houses and houseswhere it was believed rooms were obtainable 2300 printed blank cards calling for report of rooms for rent. The return from this canvas were incomplete when I left Richmond, but on cards already turned in there were reported a total of 1705 rooms exclusive of about 500 rooms in hotels, some of which would be available. The greater number of these rooms were centrally located and would rent at a price suitable for skilled workmen, while others of them were in a location more suitable for ~~xxxxxxxxxxx~~ common labor, and still others were of a better class than would probably be desired by factory workmen. No attempt of any kind was made to urge the offering of rooms. The canvas was simply a listing of rooms now available. Should a demand arise and a Patriotic appeal be made I am convinced that the number

of rooms for rent could at least be doubled, and I believe that [illegible] 10,000 additional persons could be taken care of in rooms in Richmond without overtaxing the capacity of the City.

BUILDING STATISTICS

The following data was taken from the annual reports of the Building Inspector of the City of Richmond and from data for the present year furnished from his office.

	1913		1914		1915	
New Structures	No. Bldgs.	A'mt.	No. Bldgs.	A'mt.	No. Bldg.	A'mt.
Brick dwellings	292	$1,370,649.	325	$1,446,442	330	$1,363,065.
Frame dwellings	123	162,175	134	183,272	214	485,415.
Total dwellgs.	415	$1,532,824.	459	$1,629,714	544	$1,848,480.
Apartment houses	4	377,858	6	174,000	5	156,000
	419	$1,910,682	465	$1,803,714	549	$2,004,480

	1916		1917		1918 to July 1.	
Brick dwellings	382	$1,515,879	199	$873,500	15	$47,300.
Frame dwellings	327	863,415	108	298,418	15	41,300
Total dwellgs.	709	2,379,294	307	1,171,918	30	88,600
Apartment house	12	300,000	22	482,900	11	263,000
	721	2,679,294	329	1,664,818	41	$341,600.

These figures show a falling off in the number of dwellings constructed of 544 in 1915 to 709 in 1916, to 307 in 1917 and 30 during the first six months of 1918. The construction of dwelling houses in Richmond has almost ceased during the last six months. On the other hand, the construction of apartment houses is increasing, and the present tendency is for residents in separate houses to seek quarters in apartment buildings.

PROSPECTS FOR FUTURE BUILDING

Several of the leading Real Estate men and Bankers assured me there would be an abundance of capital available for the building of houses should a demand therefor arise, coupled with a prospect of a reasonable return on investment. Real Estate investments, expecially first mortages, are favored by Richmond capitalists. Building construction in Richmond has not only suffered from the general depression in building, but also has lacked stimulus from a local demand, as is shown by the comparatively large number of vacant houses.

ANTICIPATED DEMANDS ON RICHMOND'S HOUSING FACILITIES DURING NEXT SIX MONTHS

The Southern Railway has just removed its General Offices from Washington to Richmond. This will involve bringing to the City 100 or more employees and Officials.

The Richmond Bag Loading Plant will be established in the very near future at Seven Pines, about 7½ miles from Richmond. This Plant will need probably about 1500 employees, the larger percentage of whom will be women.

It is also reported that one factory will be opened to make locomotive parts, which will employ 200 or 300 hands.

Through the local U.S. Employment Service Office a telephone survey was made of the larger industries in Richmond. There was requested from each the present number of employees, the number employed six months ago and the increase needed during the next six months. The figures obtained showed for allthe industries practically no change in number of employees since January 1st 1918; a few increased in one establishment being offset by decreases in another.

The Tredegar Iron Company expects to require on Government contracts approximately 600 additional men, half skilled and half unskilled within six months.

The various Tobacco Factories could use approximately 1200 additional employees, most of whom would be girls or colored men.

The Richmond Cedar Works reports its force at 800 below normal, and that it would employ a normal force if hands could be obtained.

It is my opinion that if these additions to Richmond's workers are made it will not seriously affect the supply of houses. The members of the Southern Railway Office force and some of the employees desired by the Tredegar Iron Company will undoubtedly require local housing, but most of the employees desired by other concerns and part of those needed by the Tredegar Company will I believe be obtained from local residents of Richmond.

EMPLOYEES OBTAINABLE LOCALLY

It is reported that from 250 to 500 iron and machine workers whose homes and families are in Richmond are now employed elsewhere, but would return to Richmond were they offered employment on the same terms. There are also considerable mechanics and laborers in other lines working away from home.

There is in course of construction a powder loading plant and a railroad station, both of which willshortly be completed, and those men who are already housed will then be available.

TRANSPORTATION

Almost every section of Richmond is easy of access from other sections by the Street Car Lines of the Virginia Railway & Power Company. Most sections can be reached in 30 minutes time or less from any other section, and the farthest outlying districts in practically 45 minutes. Certain sections of South Richmond or along the James River suitable for factory sites are not now supplied with sufficient transportation facilities to cars for an increase in traffic commensurate with the number of employees required by the location of the plant now under consideration. The present fare is 4-1/6¢, six tickets being sold for 25 cents, but the Railroad Company is agitating an increase for 5¢ straight fare. Map is attached hereto as an Exhibit. Street Railway lines are indicated in red. The Virginia

industries approximating 700 persons, skilled and unskilled men. The Richmond Bag Loading Plant will employ 1500 persons, mostly girls.

10. 500 or more men whose homes and families are in Richmond, now employed elsewhere, will be available for work in Richmond at a similar wage as employed elsewhere.

TRANSPORTATION

Facilities are adequate in most sections of Richmond except in certain sections in South Richmond or along the James River.

CONCLUSIONS.

As a result of my investigation and upon consideration of the fore going facts I conclude:

(a) That existing housing accommodations at Richmond will care for 1500 families in addition to 5000 persons in rooms without overcrowding, and will be sufficient for the needs of a plant which will employ 800 men about January 1st 1919.

(b) Contemplated increases in industries now located at Richmond or expecting to locate there will not prevent housing facilities being sufficient for the needs of the plant mentioned in the preceding paragraph.

(c) Transportation facilities now existing will easily care for the demands of a plant employing 800 persons in most locations in Richmond, but if located in certain sections in South Richmond or along the James River, transportation improvement will be necessary.

Investigator, Investigating Branch,
Housing Department.

Railway & Power Company has never made up its complete schedules in compact form, but the table following was made from information given by C. C. Johnson, Assistant to the General Manager of the Virginia Railway & Power Company:

Line	Frequency of Service	Time required for Round Trip
Main Street	5	69
First Viaduct	5	90
Broad & Main	5	78
Oakwood & Broad	5	70
Broad & 25th	5	72
Forest Hills	10	60
Clay	7	70
Hull & First	10	110
Westhampton	30	90

SUMMARY

My conclusions are based on the following facts summarized from the preceeding Report.

1. There are now vacant in Richmond 75 houses and apartments for white persons and 411 houses for colored persons are now for rent.

2. Of the 759 vacant houses, approximately 668 are listed for rent at the present time, of which number 151 rent at a rate between $1500. and $499. per year, 151 rent for less than $150. per year, and leaving 366 houses renting from $150 to $499 per year.

3. Of the higher rent houses above mentioned, many are available for accommodating two or more families.

4. Of the 759 vacant houses for whites, 426 are in good condition, 188 in fair condition, 145 in poor condition.

5. In addition to houses now vacant, it is anticipated thata greater number of vacancies will exist on September 1st.

6. There are approximately 2000 rooms exclusive of hotels, most of them furnished available for renting. I estimate that should the demand exist 5000 to 10,000 persons can be taken care of in rooms in Richmond.

7. Though building construction of houses is practically at a standstill, construction of apartments is increasing.

8. There is abundant capital for building housesin Richmond should there be a demand therefor.

9. Increases are expected in the tobacco industries in Richmond approximating 1000 persons, mostly girls, and in the iron

HJ RP 8/1/18

Allotment on first appropriation
$1,500,000
" " second appropriat'n
$1,500,000

STAFF CONFERENCE
ON
SEVEN PINES, VA.
Held by the Bureau of Industrial Housing and Transportation
613 G Street, N. W.
at 5:30 P. M.
July 26, 1918.

Present: Mr. Eidlitz (part of time) Mr. Fenner
Mr. Hubbard Mr. Painter
Mr. Howe Mr. Mellon
Mr. Lord Miss James
of the Bureau

Major Holton of the Army

Mr. Lord presented his report with the following recommendation:

I recommend that the building program as outlined at the Bag Loading Plant go forward:

That the remaining workers up to 2000 or 2300 be provided with accommodations in Richmond.

That further investigation be made to determine whether any new housing in Richmond is necessary for women inspectors to be employed in the Plant.

That the trolley situation be investigated with a view to some improvements.

That the question of the day and night shifts be investigated, so as to make it easier for women workers to travel between Richmond and the Bag Loading Plant.

Mr. Mellon presented his report and recommended that:

Negotiations be started with Mr. Love for the purchase of the Seven Pines property and that arrangements be made for the operation of the same with the Virginia Railway and Power Company.

The Romes Registration Bureau was asked to establish a bureau to serve this section.

The Production Divisions were asked to proceed with the second investigation

The Transportation Department was asked to proceed along the lines recommended by Mr. Mellon.

CONFERENCE 7/26/18

July 25, 1918.

RICHMOND, Va.

REPORT TO: MR. STOKES
FROM: MR. LORD.

SUBJECT: SPECIAL PRELIMINARY REPORT ON HOUSING AND TRANSPORTATION NEEDS AT RICHMOND, VA. - JULY 19, 20 and 24.

1. This survey was made to ascertain conditions affecting housing and transportation in the City of Richmond, transportation facilities between Richmond and the Seven Pines Bag Loading Plant, and further the advisability of providing housing at Seven Pines to house workers employed in the Bag Loading Plant. Mr. Mellen investigated transportation conditions.

2. Sources of information: Information was obtained from Mr. Sedgwick of the DuPont Powder Co., from Mr. T. S. Wheelwright, President of the Virginia Railway and Power Co., and Mr. C. B. Buchanan, Vice Pres., of the same Company, Mr. John Hirshberg, Chairman, City Administration Board, Office City Hall, Miss Winifred G. Crenshaw, Vocational Employment Sec'y., Y.W.C.A., Mr. Pinick, Chief Engineer, Virginia Railway and Power Company, Mr. Corwarden, property owner, Mr. W. R. Southward, Asst. Post Master, Mr. Wortley Dickie, U. S. Employment Service, Mrs. L. M. West, and Mr. Samuel Kerr McKee, of the Y.M.C.A.

3. Data Secured: The following is a brief statement of the conditions shown in the questionnaire:

Population:	Jan. 1, 1914	133,422
	" 1, 1915	154,841
	(Owing largely to addition of Manchester Section)	
	Jan. 1, 1916	156,787
	" 1, 1917	158,700
	" 1, 1918	160,713
School Children:	1910	17,305
	1915	27,875
	(increase largely due to incorporation of Manchester in the City)	
	1916	30,907
	1917	32,002
	1918	34,944

Of the above total of 34,944 school children, 23,102 are white and 11,482 are negroes. There are few Italians and few Germans, so few in fact that the census apparently makes no account of them. The population, according to the Board of Health, is -

White	101,846
Colored	58,876
Total	160,713

There are no building associations or similar organizations operating in this community.

LORD REPORT 7/25/18

Manufacturing statistics for 1917:

Number of establishments	2,223
" " hands	33,187
Capital employed	$36,614,000
Annual Sale	115,918,000
Jobbing Trade:	
Capital	15,772,000
Annual Sales	96,488,000

Transportation is covered in report of Mr. Mellen.

Housing: Ascertained total number of houses under construction-	154
Houses built in 1914 -	814
" " " 1915 -	875
" " " 1916 -	-1233
" "" " 1917 -	803

Number of dwelling houses or units in 1915, 30,944 dwelling houses, not including hotels and apartment houses, nor dwellings over stores.

The purpose of this investigation was to determine the available housing in Richmond and to what extent it is necessary to construct houses at Seven Pines.

The colored help to be employed in this Plant does not affect the housing situation. According to the DuPont people, the negroes will take care of themselves. All told, there will probably not be more than 125 to 150 negroes employed who will have to be considered only in connection with hospital accommodation.

The Bag Loading Plant at Seven Pines located about 9½ miles from the center of Richmond is reached by the Southern Railway and the trolley line. The Plant requires 3600 workers of whom 2400 must be women. If provision can be made for 1800 workers at the Plant, we will still have to make provision for 1800 workers in Richmond, plus 350 to 500 women Government inspectors, who will have to be housed in Richmond. Richmond is provided with ample trolley lines (See map, Exhibit "A") but service is to a certain extent inadequate, owing apparently to topography of City. In any event, it is assumed that help living in any quarter of the City can with proper conditions reach the loading stage on the Southern Railway at the easterly end of the City in some 15 to 30 minutes. As a matter of fact, however, the rooming and boarding house sections lie either in the center of the City or in the near neighborhood of the loading stage and it also appears that by far the greater proportion of vacant rooms lie in Section B, known as the Church Hill Section and in sections north of Capitol Square. Many of the roomers in the Church Hill Section would be able to walk to the loading stage. Those living north of Capitol Square would require possibly 15 minutes on the trolley. Mr. Pheasant of the Emergency Fleet Corporation made a canvass of the vacant room conditions and found that there are from 1700 to 2000 vacant rooms in houses occupied by families. In addition to this, there are about 1,000 vacant houses in Richmond, scattered over the City but by far the larger proportion being in the neighborhood of Capitol Square and between Capitol Square and the

loading stage. In general, people in Richmond are not alive to the necessity of opening their houses to roomers. I talked with a number of boarding house keepers and people occupying private houses and I was impress by the fact that they would respond immediately if the situation was placed before them through a patriotic appeal; families having vacant rooms may be willing to rent them; They will probably in most cases not be able to furnish food owing to the lack of help. This will necessitate the organization of new boarding houses or cafeterias managed by boarding house keepers. The vacant houses in the various sections can easily be secured for this purpose, but they will require a certain amount of furnishing. The remaining rooms in houses devoted to boarding house uses might be fitted up for roomers. It will probably be necessary to provide some heating, plumbing and lighting facilities. The question of securing women workers in the City of Richmond is to a certain extent indefinite. The tobacco factories and other industries probably employ 15,000 to 20,000 women and there is a demand for about 2,000 to 3,000 additional women in these various industries. Mrs. West of the Federal Employment Agency is in receipt of letters from women in all parts of Virginia asking for information about work in Richmond and in the loading plant at Penniman. They even express a willingness to go to Penniman, which is 58 miles from Richmond. These women are apparently of a class who are earning little or no money and are anxious not only to serve the Government, but to make their own way as well, and will probably furnish an almost unlimited source of supply. Mrs. West insists that the housing of these women in Richmond and their transportation and food should be looked after with the utmost care. If the DuPont Works intend to hold them for any length of time, because the demand in Richmond is so great and the inducements offerred so flattering that they would be likely to take work hearer home. Some understading, therefore, should be had with the Government when these women are employed. The British employ their women on two shifts--a night and a day shift, but under the conditions existing at the DuPont Plant, the two shifts run as follows: 7 A.M. to 3 P.M., and 3 P.M. to 11 P.M. This will necessitate women workers getting up at 5 in the morning and returning to Richmond at 12 P.M., which in the opinion of most people in Richmond with whom I talked, was considered inadvisable. There is not only the question of additional policing to protect these women at various points in the City, but an increase in the hours of trolley transportation throughout the City, which under present conditions of labor, etc., is practically impossible. In distributing the women workers in Richmond, it would be advisable to place as many as possible in the Church Hill Section and near the Capitol Square, and require the men workers to the number of probably 400 or 500 to seek boarding houses and rooms next available. Miss Crenshaw of the Y.M.C.A. points out that women workers as a rule prefer to live at the plant, particularly under the system which has been worked out by the DuPont Company which takes excellent care of the workers at Penniman, giving them modern conveniences in the way of recreation, enabling them to save much more money, to do their work better, to give them more recreation and rest than women living in the Cities and having to travel considerable distances.

The new business coming to Richmond is a large boiler works, known as the Ford, Bacon and Davis Plant, which will require 5,000 workers. A large proportion of these will be skilled workers and it is likely that they will bring

their families with them if there is space for them. As the plant is located across the river from Church Hill, the most natural place would be the Church Hill Section. Therefore, it is important for the Government to take immediate action looking to the establishment of a Bureau in the Church Hill Section and with a view to making a systematic record of all available rooming and boarding houses.

LAND AND HOUSES

In the event that some housing might be needed in Richmond, two tracts were investigated, the one known as the Corwarden tract, containing 8,000 front feet, estimated by the Real Estate Expert at $14 per front foot, and also the Montague tract, recommended by Mr. Pollard, Real Estate Expert, containing 4,000 front feet at about $8 per front foot. Utilities are adjoining in each of these cases. As the Government inspectors will be composed of a class of women requiring better accommodations than the average workers, it may be necessary to construct some special accommodations, but until the boarding house and rooming situation is more definitely settled, no conclusions in regard to additional housing can be arrived at. (See appendix)

TRANSPORTATION

The trolley service in the City, could in my opinion be improved by some adjustment of rates. There is apparently considerable congestion on Broad Street in the lower part of the City, owing to the numerous cross town lines that come into that Section, but in general, the traffic conditions in the City are considered good, except that leading to the trolley terminals in Church Hill, which under present conditions is very bad, owing to the roundabout route and slow travel. The trolley line to the Plant at Seven Pines, will not be of much service in transporting people to the Bag Loading Plant, but if the recommendations of Mr. Mellen are carried out in establishing 1/2 hour trips and if some improvement in the condition of the line and a few additional cars are added, the service can be made adequate for transportation of people living along the line. The bulk of the transportation will be done by the Southern Railway and conditions covering this are analyzed in Mr. Mellen's report. The loading stages in the City of Richmond would be provided with covering to protect the workers arriving and departing on the trains and some special arrangement should be made with the trolley companies looking to transportation of workers in the early and late hours in various parts of the City to the loading stage. The terminal of the trolley to the Bag Loading Plant is probably 3/4 mile to 1 mile to the Plant and does not offer much inducement to a great number of workers using it. It is expected that only those workers living along the trolley line will avail themselves of this. If, however, the trolley line to the Plant is improved it may induce a certain amount of building or improvement of houses along the line which would help to take care of additional workers. We were able to get very little information from Major Small, officer in charge at the Bag Loading Plant. We were not allowed to look at maps on the wall and after waiting about 3/4 of an hour for Major Small, who was in conference at the time of our arrival, he reluctantly gave us two or three minutes of his time, but refused to give us a large and important map which he said contained information which we did not need.

He did, however, give us a small blue print map which he said was the same as the large map, but which we found later upon examination did not whow the data that we required. I would suggest that a requisition be made for a large blue print map of the works, showing railroad connections, landing stage and other data which is of paramount interest to the Bureau.

RECOMMENDATION

I therefore recommend that the building program as outlined at the Bag Loading Plant go forward;

That the remaining workers up to 2,000 or 2,300 be provided with accommodations in Richmond;

That further investigation be made to determine whether any new housing in Richmond is necessary for women inspectors to be employed in the Plant;

That the trolley situation be investigated with a view to some improvements;

That the question of the day and night shifts be investigated, so as to make it easier for women workers to travel between Richmond and the Bag Loading Plant.

EXHIBITS - as follows:

A - Plan of City.

B - Interviews.

C - Road map of Richmond & vicinity. Show Seven Pines plant.

D - Summary of census of vacant houses.

E - Department of Labor statistice showing number of industrial concerns and employees.

F - City's progress during last year.

G - DuPont list of housing Seven Pines.

APPENDIX
"B"

1. Interview with Mr. Sedgwick of the DuPont Powder Company:

The DuPont Powder Company's layout at Seven Pines provides for 1,400 workers, plus boarders and other members of the family who would work to the number of, say, 400, making a total of 1,800.

APPENDIX "B"

Of this 1,400 there are 400 families and the remainder, or 1,000 will be taken care of by housing in dormitories at the Plant. The total number of 3,600 workers is required, of which 2,400 will be women and 1,200 men. 3,600 workers and 1,800 provided for at the works, leaves 1,800 still to be housed, of which presumably 1,200 will be women and 600 men, the latter composed of married and unmarried. In addition to this number there will be some 300 to 500 women Government inspectors, making a total of, say, 2,000 to 2,300 all told, to be transportated from Richmond. These numbers may fluctuate from time to time, as Mr. Eliason at the DuPont Works says that about 300 to 400 girls can probably be secured in the villages along the trolley line, but Mr. Buchanan of the Virginia Light and Power Company says that Ford, Bacon & Davis of 115 Broadway, N.Y.C., have Government contracts for engines and boilers across the river from Richmond at Newport News Shipbuilding Company, and will require probably 5,000 men, who will need quarters in Richmond. Mechanics are scarce in Richmond, having gone to other Sections for employment at higher wages. Ford, Bacon & Davis employ a high class of mechanics who will be able to live in the better class of houses, in Richmond, leaving a minimum space in the way of housing for the cheaper labor. In fact, Richmond has always been short of laborers' houses and requires a type of laborers' housing renting at $15 to $18 per month. Mr. Wilson of the DuPont Transportation Department thinks he can get women in Richmond for the Bag Loading Plant, but to do this the DuPont Companymust compete with the tobacco interests in the City. There is a demand today in Richmond for 2,000 to 3,000 women workers and it is possible that the Ford, Bacon & Davis Boiler Plant may bring to Richmond a number of additional women workers and will thus help the situation at Seven Pines. There is a great demand not only in the tobacco factories, but also in all industires, stores,etc., in Richmond, for women workers. Richmond traction lines have failed to get women as conductors and cleaners. The telephone exchange is so short of workers that they are hampered; very few people have cooks.

Interview with Mr. John Hirshberg:

This gentlemen, Chairman of the City Administration Board, office at City Hall, lives on Church Hill, between 23rd and 24th Streets, and thinks there are plenty of rooms in Church Hill Section for workers. He will give up his own house if necessary. Rooms in houses vacated by young men who have been drafted and by others who have gone away to engage in work at higher wages are available. Rooms cost from $3 to $5 per week, board without room is $5 per week, board and room would be$7 per week. The Washington, 2304 East Broad St., a boarding house will take today 15 or 20 men at $7 per week. Miss Murray of the Washington says that her present men boarders come and go daily which is very unsatisfactory. She is anxious to get Government workers or take charge of a large boarding house for Government employees.

APPENDIX "B"

3. Interview with Miss Winifred G. Crenshaw, Y.W.C.A.

Miss Crenshaw, Vocational Employment Secretary, says that 100 girls have gone from Richmond to Penniman to work in the DuPont Works, 58 miles from the City. No adequate accommodations for strange girls coming to the City. They have two boarding houses accommodating 40 to 50, respectively, rates $3 to $5.25 for room and board, including everything. They will have a women's hotel by November, accommodating 100 at a higher rate. Those able to pay $10 a week go to a boarding home, and a $100 a month girl will go to a hotel. A $12 a week girl is not entitled to stay in the boarding home. Vacant houses will not help the situation. Only in a certain direction. Women must live in hotel or boarding house. Girls can live at the DuPont Plant for about 1/2 what they will have to pay in Richmond. She is not enthusiastic about housing women in Richmond and making them travel to Seven Pines. There are no other community centers except two of about 20 girls each under Church auspices.

4. Interview with Mr. Pinney, Chief Engineer, Virginia Light & Power Co.

Mr. Pinney says that the vacant high-class houses were formerly occupied by well-to-do people who have gone further west in the City and have built new and up-to-date homes. The old houses or 12 to 14 rooms and upwards have no heating facilities, except fireplaces, inadequate plumbing for modern requirements and in many cases are dark and in general disrepair. They rent at from $40 to $75 per month. They would bring from $60 to $75 if heating apparatus were installed. Mr. Corwarden has property available for building which comprises about 8,000 front feet, exclusive of streets and alleys, utilities adjoining, gas, water, sewers and electricity. The highest priced lots are $30 per front foot, down to $15 per front foot. Lots 25 ft. deep, alleys 14 ft. to 13 ft. wide. York River line runs through the south end of the property. Adjoining houses of wood originally cost $2500 to $3500 7 to 8 rooms, very ordinary structures, convenient to trolleys. Practically all Church Hill (Section "B" on map) is built up in one family houses, except the Section south of Broad St. where there are a great many boarding houses. There is vacant property beyond the Corwarden tract.

5. Interview with H.R. Pollard, Jr., 702 Main St., Real Estate Expert.

Mr. Pollard states that what is known as the Fairmont Tract known as the Paul Property, northeast section of the City, convenient to the trolleys, about 4,000 front feet, would cost $8 per front foot, utilities up to line of property. The tract has not been opened. It is owned by Mr. Hill Montague, Travelers Building, Richmond. Nothing nearer Church Hill Section. This and Corwarden property most feasible of anything he knows. Estimates Corwarden property at $14 per front foot. As soon as the Ford, Bacon & Davis Boiler Plant comes in there men will use the available

APPENDIX "B"

housing in the Church Hill Section. I understand that the Emergency Fleet Corporation is making arrangements to build a Plant to build wooden ships. Thompson-Starret Company to build the Plant.

6. Interview with Mr. Dabney, Managing Sec'y, Chamber of Commerce:

Mr. Dabney states that there are 7,000 women. That the women are started at $7 per week, average about $11, and go as high as $20 per week. Colored population in Richmond is 38%. Locomotive Works make locomotives for Government, but do not affect local labor situation. Mills also make paper and pulp, paper twine and blotters. Estimates 2,000 vacant rooms. Chief industries in their order are: tobacco, iron, printing and engraving, wood-working factories and flour mills.

7. Interview with Mrs. M.L. West, U.S. Employment Serivee.

Mrs. West says that most of the workers on Church Hill ~~and~~ have to have trolley transportation to the loading stage of the Southern Railway. In fact 75% of workers will need this transportation. Mrs. West lives north of Capitol Square and says it takes 15 minutes to Viaduct, which might be a point for the loading stage on the Southern Railway carrying workers to Seven Pines. Thinks there is room enough in Richmond, but suggests that a patriotic appeal be made. Recommends day shift for women. The British Work their women on day shift and night shift and it is a much more desirable system, instead of starting the women at 7 A.M. they are started at 8. Pay, hours and transportation are important factors. Says workers will come from west end and from all over the city if conditions make it possible for them to get to the works comfortably. Mrs. West has letters from women from all parts of Virginia asking for information about the Penniman Plant, 58 miles from Richmond. If women will go to Penniman to work, they will go to Seven Pines.

8. Interview with Mr. Geo. B. Sneed, Sec'y Real Estate Exchange:

Mr. Sneed says that the boarding house section of Richmond lies between 8th and 12th Streets and from Broad St. out to and including Lee St. and lies directly north of Capitol Square. The Section west of Capitol Square is a higher-priced boarding house Section. Separate rooms with board $8 per week, 2 people in room, $7 per week. Single rooms without board range from $3 to $5 per week. These are full sized rooms. Hall rooms from $2 to $5 per week. Separate board from $5 to $7 per week. Could make no reliable estimate on the number of rooms, but was informed by reliable boarding house managers that the rooms in families were by no means exhausted. Richmond formerly full of medical and college men now gone into the draft. Thinks in part accounts for large number of vacant rooms. Palces above noted are a shade higher in price than Church Hill and one really gets more on Church

APPENDIX "B"

Hill than in any other Section of the City. There is plenty of room in Richmond for a great number of people. Plenty of vacant houses for rent at $45 not furnished, heating with Latrove heaters. Some of these houses have had heat put in and rent at $65.

Entry 9
Project Books

Norfolk, Va. (colored)

Agent arrived Edwards 7/20/18

P. O. Canvass Begun none made Finished

Registry Canvass Begun 8/10 Finished continuing

H.R.S. Organized 8/7/18

Initiative Taken by Colored Housing Bureau (old)

Co-operating Agencies Colored Ministers.

Chairman P. B. Young, 711 Highland Ave.

Manager P. B. Young.

First Report 10/19/18

Number of Applications filled to date:-

Norfolk, Va., Housing Committee. (colored)

P. B. Young, Chm., 711 Highland Ave.
C. C. Dogan, Vice-Chm., 432 Queen St.
Rev. J. H. Ashby, Sec'y, 831 Washington Ave.
M. R. Jackson, Treas., 315 E. Queen St.
Wm. M. Rich
Rev. R. H. Bowling
Rev. S. S. Morris
James Bridgeford
E. B. Tucker
J. T. P. Cross
J. C. Brooks
George Millner
Dennis Ackiss
J. B. Spencer
D. G. Jacot
Dr. R. J. Mathews
Rev. D. T. White
H. C. Young
E. J. Puryear
J. E. Diggs

Mrs. Laura E. Titus
Mrs. Ida N. Pacy
Mrs. Emma V. Kelly
Miss Eliza Coppage
Mrs. Bessie Williams

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Norfolk, Va. (colored) For week ending Oct. 19, 1918.

Signature _____ Official Position _____

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	100	90	10	10	400
Rooms for women	—	—	—	—	—
Rooms for either	25	—	—	—	—
Light Housekeeping	10	—	15	10	50
Apartments or Flats	—	—	—	—	—
Houses	—	—	—	—	—
Vacant buildings which might be converted	—	—	—	—	—

What class of labor do you find it difficult to house? Married men

For what class is there sufficient accommodation? Single men

Is there complaint of rent profiteering? No.

Report on work of local adjustment committee _____

Publicity of the past week Newspaper article and posters distributed.

Remarks We are no having comparatively no calls for rooms for single men but calls from men with families

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Norfolk, Va. (colored) For week ending Oct. 26, 1918.

Signature _____ Official Position _____

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	90	90	—	—	400
Rooms for women	—	—	—	—	—
Rooms for either	—	—	—	—	—
Light Housekeeping	10	15	5	5	55
Apartments or Flats	—	—	—	—	—
Houses	—	—	—	—	—
Vacant buildings which might be converted	—	—	—	—	—

What class of labor do you find it difficult to house? Couples with children.

For what class is there sufficient accommodation? Single men.

Is there complaint of rent profiteering? No.

Report of work of local adjustment committee None.

Publicity of the past week Newspaper advertising and posters placed.

Remarks Not many call, perhaps on account of epidemic of influenza.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Norfolk, Va. (Colored) For week ending Nov. 2, 1918.

Signature _____ Official Position _____

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	90	94	3	3	403
Rooms for women	-	-	-	-	-
Rooms for either	-	-	-	-	-
Light Housekeeping	10	11	1	1	56
Apartments or Flats	-	-	7	-	-
Houses	-	-	-	-	-
Vacant buildings which might be converted	-	-	-	-	459 -

What class of labor do you find it difficult to house? Married men who want houses or apartments.

For what class is there sufficient accommodation? Single men.

Is there complaint of rent profiteering? No.

Report of work of local adjustment committee -

Publicity of the past week Distribution of Posters.

Remarks There is a demand for vacant houses, but none found vacant.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Norfolk, Va. (Colored) For week ending Nov. 9, 1918.

Signature _____ Official Position _____

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	94	98	4	4	407
Rooms for women	-	-	-	-	-
Rooms for either	-	-	-	-	-
Light Housekeeping	11	12	1	1	57
Apartments or Flats	-	-	-	-	-
Houses	-	-	-	-	-
Vacant buildings which might be converted	-	-	-	-	264 -

What class of labor do you find it difficult to house? Couples with children

For what class is there sufficient accommodation? Men.

Is there complaint of rent profiteering?

Report on work of local adjustment committee

Publicity of the past week Posters Distributed

Remarks Still a number of calls for vacant houses and apartments.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 711 Highland Air, Norfolk, Va. (C) For week ending Nov. 16, 1918

Signature P. B. Young, Official Position Chairman

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	98	100	5	5	412
Rooms for women	-	-	-	-	-
Rooms for either	-	-	-	-	-
Light Housekeeping	12	13	2	2	59
Apartments or Flats	-	-	-	-	-
Houses	-	-	-	-	-
Vacant buildings which might be converted	-	-	7 -	7 -	171 -

What class of labor do you find it difficult to house?

For what class is there sufficient accommodation? Men without children

Is there complaint of rent profiteering? No

Report of work of local adjustment committee None

Publicity of the past week A number of gathering were addresses in an effort to list rooms

Remarks Available for light house-keeping.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Norfolk, Va. (c) For week ending Nov. 23, 1918.

Signature _____ Official Position _____

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	100	101	4	4	416
Rooms for women	-	-	-	-	-
Rooms for either	-	-	-	-	-
Light Housekeeping	13	13	1	1	60
Apartments or Flats	-	-	-	-	-
Houses	-	-	-	-	-
Vacant buildings which might be converted	-	-	-	-	-

What class of labor do you find it difficult to house? Families desiring vacant houses.

For what class is there sufficient accommodation? Single men.

Is there complaint of rent profiteering? No

Report on work of local adjustment committee None

Publicity of the past week Posters placed.

Remarks

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 711 Highland Ave. For week ending Nov. 30, 1918.
Colored at Norfolk, Va.
Signature P. B. Young Official Position Chairman

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	101	102	3	3	417
Rooms for women	0	0	0	0	0
Rooms for either	0	0	0	0	0
Light Housekeeping	13	15	1	1	62
Apartments or Flats	0	0	0	0	0
Houses	0	0	0	0	0
Vacant buildings which might be converted	0	0	0	0	479 0

What class of labor do you find it difficult to house? Couples with children.

For what class is there sufficient accommodation? Single men.

Is there complaint of rent profiteering? No.

Report on work of local adjustment committee None

Publicity of the past week

Remarks

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 711 Highland Ave., Norfolk, Va. (C) For week ending Dec. 7, 19B

Signature P. B. Young Official Position Chairman

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	102	102			417
Rooms for women					
Rooms for either					
Light Housekeeping	15	17	3	3	65
Apartments or Flats					
Houses					
Vacant buildings which might be converted			3	3	482

What class of labor do you find it difficult to house? Couples with children

For what class is there sufficient accommodation? Single men.

Is there complaint of rent profiteering? One case referred to committee on profiteering.

Report on work of local adjustment committee

Publicity of the past week Posters.

Remarks

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 711 Highland Ave., Norfolk (c) For week ending December 14, 1918.

Signature P. B. Young Official Position Chairman

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	102	111	1	1	426
Rooms for women					
Rooms for either					
Light Housekeeping	17	16	1	1	66
Apartments or Flats					
Houses					
Vacant buildings which might be converted				2	42

What class of labor do you find it difficult to house? Couples with children.

For what class is there sufficient accommodation? Single men

Is there complaint of rent profiteering? One case

Report of work of local adjustment committee

Publicity of the past week Posters.

Remarks

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 711 Highland Ave., Norfolk, Va. (Colored) for week ending Dec. 21, 1918

Signature P. B. Young Official Position Chairman

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	111	110	1	1	427
Rooms for women	-	-	-	-	-
Rooms for either	-	-	-	-	-
Light Housekeeping	17	15	2	2	68
Apartments or Flats	-	-	-	-	-
Houses	-	-	-	-	-
Vacant buildings which might be converted	-	-	-	3 -	495 -

What class of labor do you find it difficult to house? Married couples.

For what class is there sufficient accommodation? Single men.

Is there complaint of rent profiteering? One case, to which we have given advice as to what to do.

Report of work of local adjustment committee -

Publicity of the past week

Remarks A number of soldiers have asked us to locate places for relatives to stop over.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 711 Highland Ave., Norfolk, Va. (colored) For week ending Dec. 28, 1918

Signature P. B. Young Official Position Chairman

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	111	110	1	1	427
Rooms for women	-	-	-	-	-
Rooms for either	17	15	2	2	68
Light Housekeeping	-	-	-	-	-
Apartments or Flats	-	-	-	-	-
Houses	-	-	-	-	-
Vacant buildings which might be converted				3	495

What class of labor do you find it difficult to house? Married couples.

For what class is there sufficient accommodation? Single men.

Is there complaint of rent profiteering? One case to whom we have given advice.

Report of work of local adjustment committee -

Publicity of the past week

Remarks A number of soldiers have applied to us for temporary location for visiting relatives.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 711 Highland Ave., Norfolk, Va. (C) For week ending January 4, 1919

Signature P. B. Young Official Position Chairman

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men					
Rooms for women					
Rooms for either					
Light Housekeeping					
Apartments or Flats					
Houses					
Vacant buildings which might be converted					

What class of labor do you find it difficult to house?

For what class is there sufficient accommodation?

Is there complaint of rent profiteering?

Report on work of local adjustment committee

Publicity of the past week

Remarks We have been advised that our office was to discontinue of Dec. 30, 1918.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Portsmouth, Va. (Colored)

Agent arrived Edwards

P. O. Canvass Begun none made Finished

Registry Canvass Begun 11/2 Finished 11/6

H.R.S. Organized 9/25

Initiative Taken by Negro Colored Council

Co-operating Agencies

Chairman Artee Fleming, High & Effingham Sts.

Manager Mrs. Sussanaha Henderson " "

First Report 2/15/19

Number of Applications filled to date:-

Portsm. (C)

2/4/19

U. S. HOMES REGISTRATION SERVICE

Address High and Effingham Sts.

City Portsmouth, Va.

Telephone

(colored)

Chairman

Name and Address Astee Fleming, High & Effingham Sts.

Manager

Name and Address Mrs. Sussanaha Henderson

Representatives of:

Navy Yd. Workers Patriotic League ~~Council of Defense~~ Joseph Thomas 6

Housing Association

Y.W.C.A.

Civic Improvement Society W. H. Jennings

Y.M.C.A.

Room Registry

Organized Labor Sidney Burt

Federation of Welfare Agencies

U. S. Employment Service

Commercial Club or Ass'n.

Real Estate

Manufacturer

Community Labor Board

Community Council

War Camp Community Service Astee Fleming

Sub Committees

Exec. Com.	(1. (2. (3.	Finance	(1. (2. (3.
Survey	(1. (2. (3.	Priorities.	(1. (2. (3.
Transportation	(1. (2. (3.	Other	(1. (2. (3.

W681.

2/4/19

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Effingham & High Sts., Portsmouth, (colored) Va. For week ending Feb. 15, 1919.

Signature Sussannah Henderson Official Position Manager

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	21	14	7	7	10
Rooms for women	7	2	0	0	6
Rooms for either					
Light Housekeeping					
Apartments or Flats					
Houses					
Vacant buildings which might be converted			7	7	16

What class of labor do you find it difficult to house?

For what class is there sufficient accommodation?

Is there complaint of rent profiteering?

Report of work of local adjustment committee

Publicity of the past week

Remarks Sixteen is the entiretotal from Jan. 15 to Feb. 15th

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Effingham & High Sts., Portsmouth Va. (colored) For week ending Feb. 22, 1919.

Signature Sussannah, Henderson Official Position Manager.

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	14	17	11	11	21
Rooms for women	2	2	0	0	6
Rooms for either					
Light Housekeeping					
Apartments or Flats					
Houses					
Vacant buildings which might be converted			"	"	27

What class of labor do you find it difficult to house?

For what class is there sufficient accommodation?

Is there complaint of rent profiteering?

Report of work of local adjustment committee

Publicity of the past week

Remarks Three rooms listed during the week. There have been a number of applications from men with families of five and six who find Truxton (?) homes too small to accommodate them

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Effingham & High Sts., Portsmouth, Va. (C) For week ending March 8, 1919.

Signature Sussannah Henderson Official Position Manager

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	20	18	10	10	31
Rooms for women	2	3	0	0	6
Rooms for either	2	2			
Light Housekeeping					
Apartments or Flats					
Houses					
Vacant buildings which might be converted			10	10	37

What class of labor do you find it difficult to house?

For what class is there sufficient accommodation?

Is there complaint of rent profiteering?

Report on work of local adjustment committee

Publicity of the past week

Remarks

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Effingham & High Sts. Portsmouth For week ending Mar 29, 1919

Signature Susannah Henderson Official Position Mgr,

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	31	19	12	12	57
Rooms for women	7	4	3	3	9
Rooms for either	6				
Light Housekeeping					
Apartments or Flats					
Houses					
Vacant buildings which might be converted			15	15	66

What class of labor do you find it difficult to house?

For what class is there sufficient accommodation?

Is there complaint of rent profiteering?

Report on work of local adjustment committee

Publicity of the past week

Remarks

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Portsmouth, Va. (C) For week ending April 5, 1919

Signature Susannah Henderson Official Position Manager

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	19	22	9	9	66
Rooms for women	4	3	1	1	10
Rooms for either	6				
Light Housekeeping					
Apartments or Flats					
Houses					
Vacant buildings which might be converted			10	10	76

What class of labor do you find it difficult to house?

For what class is there sufficient accommodation?

Is there complaint of rent profiteering?

Report on work of local adjustment committee

Publicity of the past week

Remarks

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Portsmouth, Va. (SC) For week ending April 12, 1919

Signature Susannah Henderson Official Position Manager

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	22	15	7	7	73
Rooms for women	3	3	0	0	10
Rooms for either	6				
Light Housekeeping					
Apartments or Flats					
Houses					
Vacant buildings which might be converted			7	7	83

What class of labor do you find it difficult to house?

For what class is there sufficient accommodation?

Is there complaint of rent profiteering?

Report on work of local adjustment committee

Publicity of the past week

Remarks

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Portsmouth, Va (C)O For week ending April 19, 1919

Signature Sussanna Henderson Official Position Manager

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	15	14	4	4	77
Rooms for women	3	2	2	2	12
Rooms for either	6	5			
Light Housekeeping					
Apartments or Flats					
Houses					
Vacant buildings which might be converted			6	6	89

What class of labor do you find it difficult to house?

For what class is there sufficient accommodation?

Is there complaint of rent profiteering?

Report on work of local adjustment committee

Publicity of the past week

Remarks

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Portsmouth Va (C) For week ending Aprilx 26, 1919

Signature Susannah Henderson Official Position Manager

Type of Available Accommodation	No. at beginning of week	No. at end of week	No. of applications during wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	14	31	8	8	85
Rooms for women	2	4	2	2	14
Rooms for either	5	5			
Light Housekeeping					
Apartments or Flats					
Houses					
Vacant buildings which might be converted					
Totals			10	10	99

What class of labor do you find it difficult to house?

For what class is there sufficient accommodation?

Is your list of houses and apartments complete?

What is the housing shortage?

What steps are you taking to relieve that shortage?

Has the H.R.S. Committee held a meeting this month?

What important problems were considered?

Any definite action taken?

Publicity of the past week

Remarks

As evidence of housing shortage please enclose newspaper clippings and copies of of letters on subject. You can secure such letters by request to citizens well informed on conditions. Please enclose copies of new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D.C.

#38

Report
of
U. S. HOMES REGISTRATION SERVICE

Address **Portsmouth, Va. (C)** For week ending **May 3, 1919**

Signature **Sussanah Henderson** Official Position **Manager.**

Type of Available Accommodation	No. at beginning of week	No. at end of week	No. of applications during wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	**31**	**28**	**7**	**7**	**92**
Rooms for women	**4**	**6**	**4**	**4**	**16**
Rooms for either	**5**	**5**			
Light Housekeeping					
Apartments or Flats					
Houses					
Vacant buildings which might be converted					
Totals			11	11	108

What class of labor do you find it difficult to house?

For what class is there sufficient accommodation?

Is your list of houses and apartments complete?

What is the housing shortage?

What steps are you taking to relieve that shortage?

Has the H.R.S. Committee held a meeting this month?

What important problems were considered?

Any definite action taken?

Publicity of the past week

Remarks

As evidence of housing shortage please enclose newspaper clippings and copies of of letters on subject. You can secure such letters by request to citizens well informed on conditions. Please enclose copies of new cards, form letters, posters or publicity statements.

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#38

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Portsmouth, Va. (C) For week ending May 10,1919

Signature Susannah Henderon Official Position Manager

Type of Available Accommodation	No. at beginning of week	No. at end of week	No. of applications during wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	28	24	6	6	98
Rooms for women	6	6	2	2	18
Rooms for either	5	3			
Light Housekeeping					
Apartments or Flats					
Houses					
Vacant buildings which might be converted					
Totals			8	8	116

What class of labor do you find it difficult to house?

For what class is there sufficient accommodation?

Is your list of houses and apartments complete?

What is the housing shortage?

What steps are you taking to relieve that shortage?

Has the H.R.S. Committee held a meeting this month?

What important problems were considered?

Any definite action taken?

Publicity of the past week

Remarks

As evidence of housing shortage please enclose newspaper clippings and copies of of letters on subject. You can secure such letters by request to citizens well informed on conditions. Please enclose copies of new cards, form letters, posters or publicity statements.

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#38

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Portsmouth Va. (c) For week ending May 17, 1919

Signature Sussannah Henderson Official Position Manager

Type of Available Accommodation	No. at beginning of week	No. at end of week	No. of applications during wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	24	19	5	5	103
Rooms for women	6	6	2	2	20
Rooms for either	3	1			
Light Housekeeping					
Apartments or Flats					
Houses					
Vacant buildings which might be converted					
Totals			7	7	123

What class of labor do you find it difficult to house? _____

_____

For what class is there sufficient accommodation? _____

Is your list of houses and apartments complete? _____

What is the housing shortage? _____

What steps are you taking to relieve that shortage? _____

Has the H.R.S. Committee held a meeting this month? _____

What important problems were considered? _____

Any definite action taken? _____

Publicity of the past week _____

_____

Remarks _____

As evidence of housing shortage please enclose newspaper clippings and copies of of letters on subject. You can secure such letters by request to citizens well informed on conditions. Please enclose copies of new cards, form letters, posters or publicity statements.

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#38

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Portsmouth, Va. (6) For week ending May 24, 1919.

Signature S. Henderson Official Position Manager

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	19	15	6	6	109
Rooms for women	6	4	2	2	22
Rooms for either	1	1			
Light Housekeeping					
Apartments or Flats					
Houses					
Vacant buildings which might be converted					

What class of labor do you find it difficult to house?

For what class is there sufficient accommodation?

Is there complaint of rent profiteering?

Report on work of local adjustment committee

Publicity of the past week

Remarks

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Portsmouth, Va. (C) For week ending May 31, 1919.

Signature Susannah Henderson Official Position Manager,

Type of Available Accommodation	No. at beginning of week	No. at end of week	No. of applications during wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	15	16	5	5	114
Rooms for women	4	4	0	0	22
Rooms for either	1	3			
Light Housekeeping					
Apartments or Flats					
Houses					
Vacant buildings which might be converted					
Totals					

What class of labor do you find it difficult to house?

For what class is there sufficient accommodation?

Is your list of houses and apartments complete?

What is the housing shortage?

What steps are you taking to relieve that shortage?

Has the H.R.S. Committee held a meeting this month?

What important problems were considered?

Any definite action taken?

Publicity of the past week

Remarks

As evidence of housing shortage please enclose newspaper clippings and copies of of letters on subject. You can secure such letters by request to citizens well informed on conditions. Please enclose copies of new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D.C.

#38

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Portsmouth, Va. (6) For week ending June 7, 1919

Signature Susannah Henderson Official Position Manager.

Type of Available Accommodation	No. at beginning of week	No. at end of week	No. of applications during wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	16	15	7	7	121
Rooms for women	4	4	1	1	23
Rooms for either	3	3			
Light Housekeeping					
Apartments or Flats					
Houses					
Vacant buildings which might be converted					
Totals					

What class of labor do you find it difficult to house?

For what class is there sufficient accommodation?

Is your list of houses and apartments complete?

What is the housing shortage?

What steps are you taking to relieve that shortage?

Has the H.R.S. Committee held a meeting this month?

What important problems were considered?

Any definite action taken?

Publicity of the past week

Remarks

As evidence of housing shortage please enclose newspaper clippings and copies of of letters on subject. You can secure such letters by request to citizens well informed on conditions. Please enclose copies of new cards, form letters, posters or publicity statements.

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#38

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Portsmouth, Va. (c) For week ending June 14, 1919.

Signature Susannah Henderson Official Position Manager.

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	15	16	6	6	127
Rooms for women	4	2	2	2	25
Rooms for either	3	3			
Light Housekeeping					
Apartments or Flats					
Houses					
Vacant buildings which might be converted					

What class of labor do you find it difficult to house?

For what class is there sufficient accommodation?

Is there complaint of rent profiteering?

Report of work of local adjustment committee

Publicity of the past week

Remarks

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Portsmouth, Va. (C) For week ending June 21, 1919.

Signature Susannah Henderson Official Position Manager.

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	16	13	3	3	130
Rooms for women	2	2	0	0	25
Rooms for either	3	3			
Light Housekeeping					
Apartments or Flats					
Houses					
Vacant buildings which might be converted					

What class of labor do you find it difficult to house?

For what class is there sufficient accommodation?

Is there complaint of rent profiteering?

Report of work of local adjustment committee

Publicity of the past week

Remarks

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Portsmouth, Virginia (C) For week ending June 28k 1919

Signature Susannah Henderson Official Position

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	13	16	7	7	137
Rooms for women	2	5	2	2	27
Rooms for either	3	2			
Light Housekeeping					
Apartments or Flats					
Houses					
Vacant buildings which might be converted					

What class of labor do you find it difficult to house?

For what class is there sufficient accommodation?

Is there complaint of rent profiteering?

Report on work of local adjustment committee

Publicity of the past week

Remarks

Please enclose copies of any new cards, form letters, posters or publicity statements.

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#38
8/1/18

Washington, D.C. (Colored)

Agent arrived

P. O. Canvass Begun 9/18 Made by Police Finished 9/19

Registry Canvass Begun 9/23 Made by Soldiers Finished 10/14

H.R.S. Organized 9/5/18

Initiative Taken by District Council of Defense

Co-operating Agencies

Chairman

Manager ~~Fred D. McCracken~~ Frank A. Byron, Y.M.C.A. Bldg, 1816 12th. St., N.W.

First Report 11/9/18

Number of Applications filled to date:-

Washington(c)

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Washington, D. C. (C) For week ending Nov. 9th, 1918.

Signature _____ Official Position _____

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	62	119	100	100	100
Rooms for women	5	21	-	-	-
Rooms for either	1	3	-	-	-
Light Housekeeping	-	-	-	-	-
Apartments or Flats	-	-	-	-	-
Houses	1	1	1	-	-
Vacant buildings which might be converted	1	1	-	-	-

What class of labor do you find it difficult to house? At present time rooms-are available for all classes.

For what class is there sufficient accommodation? Have sufficient accommodations at present time for all classes.

Is there complaint of rent profiteering? Yes, to a certin extent.

Report on work of local adjustment committee Complaints have been adjusted without referring some to local adjustment committee.

Publicity of the past week By personal work of Inspectors.

Remarks Owning to the fact that the Colored Division has had no permanent location our work has been greatly hampered by not being able to bring our service directly to the public.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Colored Division. Washington, D.C. (C)

Address 12th St. N. W. Y. M. C.Z Bldg. For week ending November 16th, 1918.

Signature Frad D. M. Cracken Official Position Director-inCharge

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	119	88	25	25	25
Rooms for women	21	23	6	6	6
Rooms for either	3	5	3	-	-
Light Housekeeping	-	3	5	3	5
Apartments or Flats	-	-	-	-	-
Houses	-	-	-	-	-
Vacant buildings which might be converted	-	-	39 -	34 -	136 -

What class of labor do you find it difficult to house? Accommodations available for all classes.

For what class is there sufficient accommodation? Clerical but women have very difficult time to obtain accomodations.

Is there complaint of rent profiteering? Yes, among all classes looking for rooms and board.

Report of work of local adjustment committee We have been able to adjust complaints coming directly to us without referring same to AdjustmentCommittee

Publicity of the past week By personalwork on thepart of INspectors and also news item in local daily papers by Mr. Hage, and through organizations of the director of Negro Economics.

Remarks The office having charge of service among th e Colored people is now located in the Colored Y. M. C. A. Bldg. 12th St. N. W. The location is ideal for carrying out the purpose of the office.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Washington, D. C. (Colored) For week ending Nov. 23, 1918.

Signature Fred D. M. Chracken. Official Position Asst. to Chief of Sec

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	38	86	10	10	135
Rooms for women	23	12	5	5	11
Rooms for either	3	25	-	-	-
Light Housekeeping	-	4	4	3	3
Apartments or Flats	-	-	-	-	-
Houses	1	-	-	-	-
Vacant buildings which might be converted	1	-	19	18	149

What class of labor do you find it difficult to house? Up to the present time we have been able to accommodate all classes.

For what class is there sufficient accommodation? Clerical employees. It is almost impossible to provide accommodations for women and married people.

Is there complaint of rent profiteering? Yes, to some extent.

Report of work of local adjustment committee Unnecessary to report same to Committee. situation met by obtaining cheaper accommodations.

Publicity of the past week By personal work on part of Inspectors, advertisements in Weekly newspapers issued by Negro Editors in the District of Columbia and through organizations now being formedbby Dr. Geo. E. Mayes, Director of Negro Economics Department of Labor.

Remarks Our present location is now in reach of the Colored people in general through-out the city. It is now being properly advertised.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Washington, D. C. (Colored) For week ending November 30, 1918.

Signature Fred D. M. Cracken. Official Position Asst. to Chief of Sec.

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	86	70	16	12	147
Rooms for women	12	12	3	3	14
Rooms for either	25	19	--	-	-
Light Housekeeping	--	4	5	3	3
Apartments or Flats	--	--	-	1	-
Houses	1	2	-	-	-
Vacant buildings which might be converted	--	--	-	-	-

24 164

What class of labor do you find it difficult to house? The mechanic

For what class is there sufficient accommodation? Men who are doing clerical work. We are unable to secure sufficient accommodations for women and married couples.

Is there complaint of rent profiteering? There is but not to any great extent.

Report of work of local adjustment committee We have been able to adjust the complaints coming to us by sending the complainants to other places at lower rates.

Publicity of the past week By personal work of the Inspectors, annoucements at various meetings during the week and through organizations of the Director of Negro Economics.

Remarks We are now preparing a letter to be sent out to the various Colored Churches in the District requesting the pastors to read same before congregation on Sunday Dec. 9th. next.

Please onclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Colored Y. M. C. A. Bldg., 1816 12th St., N. W. Washington. For week ending December 7, 1918.

Signature Fred D. McCracken Official Position Asst. to Chief of Sec.

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	70	55	28	15	162
Rooms for women	12	18	16	8	22
Rooms for either	19	14	1	1	1
Light Housekeeping	4	12	11	6	6
Apartments or Flats	0	0	0	0	0
Houses	2	3	2	1	1
Vacant buildings which might be converted	0	0	0	0	0

What class of labor do you find it difficult to house? The mechanic

For what class is there sufficient accommodation? Clerks. It is impossible to obtain suitable accommodations for women and applicants for light house-keeping. ~~The demand by far exceeds the supply.~~

Is there complaint of rent profiteering? To some extent.

Report of work of local adjustment committee Unnecessary to report same as complaints adjusted by office.

Publicity of the past week Personal publicity on part of Inspectors, through newspapers and announcement by Ministers to their congregation.

Remarks The situation is serious as to accommodations for married people. Inspectors have made special efforts to obtaon rooms for light house-keeping but without much success.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Colored Y.M.C.A.Bldg., 1816 12th St., N.W. Week ending Dec. 14, 1918

Signature Fred D. McCracken Official Position

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	55	62	35	21	183
Rooms for women	18	6	12	7	29
Rooms for either	14	20	2	2	2
Light Housekeeping	12	10	15	12	12
Apartments or Flats	0	2	8	0	0
Houses	3	0	8	0	00
Vacant buildings which might be converted	0	0	0	42 0	226 0

What class of labor do you find it difficult to house? 80 The labor or mechanic.

For what class is there sufficient accommodation? Clerks and higher occupations.

Is there complaint of rent profiteering? Not this week

Report of work of local adjustment committee No report

Publicity of the past week Letters to ministers of various churches, personal work of inspectors and through organizations formed by Director of Negro Economica Labor Department.

Remarks There is a great demand for rooms. We are embarrassed many times by the rooms listed with us being rented and landlady failing to notify the office as agreed.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address Colored Y.M.C.A. Bldg. 1816 12th St. N.W. Washington For week ending Dec. 21st, 1918

Signature Fred D. M. Cracken Official Position Asst. to Chief of Section

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	62	62	47	47	230
Rooms for women	6	7	3	2	31
Rooms for either	20	6	0	0	0
Light Housekeeping	10	12	13	12	12
Apartments or Flats	0	1	4	1	1
Houses	0	0	3	0	0
Vacant buildings which might be converted	0	0	0	0	0

What class of labor do you find it difficult to house? We have been able to provide accommodations for all classes of labor.

For what class is there sufficient accommodation? We have accommodations for all classes. However, we are unable to fill the demands for Light Housekeepings and houses.

Is there complaint of rent profiteering? No.

Report of work of local adjustment committee No report

Publicity of the past week Through organizations of Director of Negro Economics and by work of the Inspector.

Remarks There is a serious shortage as to the accommodations for light housekeeping. The Inspectors have made every effort possible to secure rooms for this purpose with but little degree of success.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1816 12th St., N. W., Washington, D. C.
Colored Y. M. C. A. Bldg. For week ending December 28, 1918.

Signature Fred D. Mc Cracken Official Position Asst. to Chief

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	62	41	9	9	239
Rooms for women	7	4	4	4	35
Rooms for either	6	10	4	3	3
Light Housekeeping	12	8	5	5	5
Apartments or Flats	1	0	1	0	0
Houses	0	0	4	0	0
Vacant buildings which might be converted	0	0	0	0	0

What class of labor do you find it difficult to house? During the week we were able to accommodate all classes of applicants satisfactory?

For what class is there sufficient accommodation? We have a fair list of rooms available for clerks.

Is there complaint of rent profiteering? In one case where the land-lady charged extra for gas, linen. We proveded applicant with another room.

Report of work of local adjustment committee

Publicity of the past week Through work of organization formed by Director of Negro Economics, personal work of Inspectors.

Remarks We have revised our list of rooms with the view of urging the land-ladies who have two rooms or more to rent to men only, to rent the same to either, men, women or for light-housekeeping.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1916 12th St., N.W. Washington, D. C. for week ending January 4, 1919.
Colored Y. M. C. A. Bldg.
Signature Fred D. Mc Cracken Official Position Asst. to Chief

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	41	33	16	16	255
Rooms for women	4	6	4	4	39
Rooms for either	10	14	2	1	1
Light Housekeeping	8	7	7	7	7
Apartments or Flats	0	1	4	1	1
Houses	0	0	5	0	0
Vacant buildings which might be converted			38		213

What class of labor do you find it difficult to house? We are able to care for all classes.

For what class is there sufficient accommodation? For all classes

Is there complaint of rent profiteering? No, not during the past week

Report on work of local adjustment committee No report

Publicity of the past week Through short addresses at four churches.

Remarks There is yet a serious shortage for light housekeeping. However, we have been able to persuade some having more than pne room fo r rent to rent tthe rooms for light-housekeeping.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE
Washington, D. C.

Address 1816 12th St., Colored Y. M. C. A. For week ending January 11, 1919.

Signature Fred D. Mc Cracken Official Position Asst. to Chief of Sect.

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	33	37	25	25	280
Rooms for women	6	3	2	2	41
Rooms for either	14	22	1	1	8
Light Housekeeping	7	6	12	7	55
Apartments or Flats	1	1	3	1	4
Houses	0	2	2	1	3
Vacant buildings which might be converted	0	0	45 0	37 0	391 0

What class of labor do you find it difficult to house? On revision of our list we find we have but a very limited number of rooms that we ~~will~~ class as desirable.

For what class is there sufficient accommodation? Clerical

Is there complaint of rent profiteering? No

Report on work of local adjustment committee No report

Publicity of the past week ~~Some~~ Short talks at some of the churches and personal work on part of inspectors.

Remarks We are unable to fill the requests or applications for light housekeeping. The situation providing for light-housekeeping is very acute

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE
Washington, D. C.

Address 1816 12th St., Colored Y. M. C. A. For week ending Asst. to Chief of Section

Signature Fred D. Mc Crackan Official Position Jan. 18, 1919.

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	37	35	14	14	294
Rooms for women	3	8	12	10	51
Rooms for either	22	14	2	2	10
Light Housekeeping	6	7	6	6	61
Apartments or Flats	1	1	8	0	4
Houses	2	1	4	0	3
Vacant buildings which might be converted	0	0	46 0	32 0	420 0

What class of labor do you find it difficult to house? We are having some difficulty in housing all classes.

For what class is there sufficient accommodation? Clerical

Is there complaint of rent profiteering? No

Report of work of local adjustment committee No report

Publicity of the past week Personal work of Inspectors, public addresses at Community centers and through organizations of the Director of Negro Economics of the Department of Labor.

Remarks
The demands for accommodations by discharged soldiers indicates as discharges increase ~~the demand by them for accommodations will also increase.~~

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE
(C)

Address 1816 12th St. N. W. Colored Y. M. C. A. Bldg. Washington For week ending Jan. 25, 1919.

Signature Fred D. Mc Cracken Official Position Asst. to Chief R & P Section

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	35	32	16	16	310
Rooms for women	8	3	4	3	54
Rooms for either	14	14	1	1	11
Light Housekeeping	7	5	10	5	66
Apartments or Flats	1	1	3	1	5
Houses	1	0	5	1	4
Vacant buildings which might be converted	0	0	39 0	27 0	450 0

What class of labor do you find it difficult to house? Rooms are limited for all classes.

For what class is there sufficient accommodation? A few rooms available for clerks.

Is there complaint of rent profiteering? No.

Report of work of local adjustment committee No report

Publicity of the past week Through organization formed throug office of the Director of Negro Economics of U. S. Dept. of Labor.

Remarks Many of our applications are from discharged soldiers and war workers who are now seeking better accommodations or cheaper rooms.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1216 - 12th St., N. W. Colored Y. M. C. A. Bldg., Washington for week ending Feb. 1st, 1919.

Signature Fred D. Mc Cracken Official Position Asst. to Chief of Section in charge of branch

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	32	36	12	12	322
Rooms for women	3	8	15	15	69
Rooms for either	14	18	0	0	11
Light Housekeeping	5	3	9	6	72
Apartments or Flats	1	1	4	2	7
Houses	0	0	4	0	4
Vacant buildings which might be converted	0	0	0	0	0

What class of labor do you find it difficult to house? Rooms limited for all classes.

For what class is there sufficient accommodation? Clerks, to a certain extent.

Is there complaint of rent profiteering? No

Report of work of local adjustment committee No report

Publicity of the past week Through organizations formed through office of Director of Negro Economics, U. S. Department of Labor.

Remarks Upon urgent request this office was able to provide accommodations for two nights for about 50 men members of a very high class concert company which played engagements here Feb. 2nd. On account of racial conditions, Colored war workers and government employees as well as Colored are not permitted to attend theatres furnishing first ~~xxxx~~ class plays and concerts.

Please enclose copies of any new cards, form letters, posters or publicity statements. Only by assuring accommodations were the people of Washington given the opportunity as above.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1816 12th St., N. W. For week ending Feb. 8, 1919.

Signature Colored Y. M. C. A. Official Position Asst. to Chief ~~R & P. Section~~

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	36	37	16	16	338
Rooms for women	8	7	12	12	81
Rooms for either	18	14	0	0	11
Light Housekeeping	3	4	8	4	76
Apartments or Flats	1	2	5	2	6
Houses	0	0	3	0	0
Vacant buildings which might be converted			44	34	512

What class of labor do you find it difficult to house? No particular class

For what class is there sufficient accommodation? Clerks

Is there complaint of rent profiteering? No report

Report of work of local adjustment committee

Publicity of the past week By personal publicity on the part of the inspectors and through director of Negro Economics, U. S. Dept. of Labor.

Remarks The demand for rooms by discharged soldiers indicate that upon the arrival and demobilization of the Colored District of Columbia soldiers we we will probably be unable to fill the requests. We are preparing for the situation

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1816-12th St., N. W. For week ending Feb. 15, 1919.

Signature Colored Y. M. C. A. Bldg., Fred D. Mc Cracken, Official Position Asst. to Chief Registration & Placement Sec'y

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	37	32	15	15	3 555
Rooms for women	7	9	6	6	87
Rooms for either	14	12	0	0	11
Light Housekeeping	4	6	9	9	7
Apartments or Flats	2	2	1	1	85
Houses	0	2	3	1	7
Vacant buildings which might be converted	0		3 4 0	3 2 0	1 553

What class of labor do you find it difficult to house? Ample accommodations

For what class is there sufficient accommodation? Clerk

Is there complaint of rent profiteering? ~~No report~~

Report of work of local adjustment committee No report

Publicity of the past week Through organization of Negro Economics U. S. Department of Labor and personal work of investigators.

Remarks An informal conference called by U. S. Department of Labor to consider problems of labor affecting the Negro, Feb. 15, 16 and 17th. This office provided sleeping accommodations for the Negroes in attendance.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1816 - 12th St., N. W. Washington (colored) For week ending Feb. 22, 1919.

Signature ~~Fred D. Mc Cracken~~ Official Position Asst. to Chief, R. P. Section.

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	32	31	29	29	~~382~~
Rooms for women	9	3	6	6	~~93~~
Rooms for either	12	13	0	0	~~11~~
Light Housekeeping	6	7	9	6	~~13~~
Apartments or Flats	2	0	2	2	~~87~~
Houses	2	0	2	2	~~9~~
Vacant buildings which might be converted	0	0	48 0	45 0	1 596

What class of labor do you find it difficult to house? During the week we were able to accommodate all classes of applicants satisfactorily.

For what class is there sufficient accommodation? We have a fair list of rooms available for clerks.

Is there complaint of rent profiteering? No report

Report of work of local adjustment committee No. report.

Publicity of the past week Through organization formed through the office of the Director of Negro Economics of the U. S. Department of Labor.

Remarks Many of our applicants of this week were delegates and visitors here to attend an informal conference called by the U. S. Department of Labor, Feb. 15th to 18th, inclusive.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1812-12th St., N. W. (colored Colored Y. M. C. A. Bldg. For week ending March 1, 1919.

Signature Fred D. Mc Cracken Official Position Asst. to Chief, Registration & Placement Sec.

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	31	30	6	6	388
Rooms for women	3	9	16	14	107
Rooms for either	13	27	0	0	11
Light Housekeeping	7	10	16	12	25
Apartments or Flats	0	0	0	0	87
Houses	0	0	0	0	9
Vacant buildings which might be converted	0	0	0	0	1

What class of labor do you find it difficult to house? We have only a limited number of rooms available.

For what class is there sufficient accommodation? Clerical

Is there complaint of rent profiteering? No report

Report of work of local adjustment committee No report. We are able to adjust complaints personally.

Publicity of the past week Short talks at the community centers and personal work of inspectors and also organizations of Director of Negro Economics.

Remarks We are experiencing great difficulty in obraining rooms for women and for use as light house-keeping.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1816-12th St. N. W. Washington For week ending Mar. 8, 1919.
Colored Y. M. C. A. Bldg.

Signature Fred D. Mc Cracken Official Position Asst. to Chief, Registration-~~Placement Sec.~~

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	30	35	18	18	406
Rooms for woman	9	12	11	10	117
Rooms for either	27	32	0	0	11
Light Housekeeping	10	11	19	16	41
Apartments or Flats	1	1	2	1	88
Houses	00	00	5	1	10
Vacant buildings which might be converted	0	0	55 0	46 0	1 674

What class of labor do you find it difficult to house? Only a limited number of rooms for any class.

For what class is there sufficient accommodation? Clerks

Is there complaint of rent profiteering? No report

Report of work of local adjustment committee ~~Address in Southwest and Northwest~~ of No report

Publicity of the past week Addresses in Southwest and Northwest at Negro Workers Advisory Committee and also address delivered at the Consolidated Men's Church Clubs Sunday March 2nd.

Remarks The Situation as to placing women is deplorable and we are bending every effort possible to obtain suitable accommodations for them.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1816 12th St. N. W. For week ending March 15, 1919

Signature Colored YMCA Bldg., Wash. D. C. Official Position Asst. to Chief

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	35	40	10	10	416
Rooms for women	12	8	8	7	124
Rooms for either	32	24	0	0	11
Light Housekeeping	11	10	8	8	49
Apartments or Flats	1	1	2	1	89
Houses	0	1	4	1	11
Vacant buildings which might be converted	0	0	0	0	1

What class of labor do you find it difficult to house? We have ben able to care for all classes during the past week.

For what class is there sufficient accommodation? Clerks

Is there complaint of rent profiteering? No report Able to handle and adjust complaints personally.

Report on work of local adjustment committee No report

Publicity of the past week Short talks and conference with local organization secretaries.

Remarks This office has always cooperated with various local activities and has applied informationand data to interested concerns as to the ~~need of the erection of houses and apartments for Negores.~~

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1816 12th St. N. W. Washington, D. C. For week ending March 22, 1919

Signature Fred D. McCracken Official Position Asst. Chief Reg. & Placement Sec. Placement Section

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	40	42	14	14	430
Rooms for women	8	5	15	12	136
Rooms for either	24	10	1	1	12
Light Housekeeping	10	8	9	8	57
Apartments or Flats	1	2	2	2	91
Houses	1	1	6	3	14
Vacant buildings which might be converted	0	0	~~1~~ 0	~~1~~ 0	1 741

What class of labor do you find it difficult to house? Ample accommodations for all classes

For what class is there sufficient accommodation? Clerks

Is there complaint of rent profiteering? No

Report of work of local adjustment committee No report

Publicity of the past week ~~By personal publicity on part of inspectors and through~~ organizations of the Director of Negro Economics U. S. Dept of Labor

Remarks ~~The demand for both houses and apartments is still very great but we~~ have been able to accommodate most of our applicants.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1816 12th St. N. W. YMCA For week ending March 29, 1919

Signature Fred. D. McCracken Official Position Asst to Chf Reg.

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	42	43	14	14	444
Rooms for women	5	5	10	5	141
Rooms for either	10	7	0	0	12
Light Housekeeping	8	9	8	8	65
Apartments or Flats	2	1	2	1	92
Houses	1	2	3	2	16
Vacant buildings which might be converted	0	0	37 0	30 0	1 111

What class of labor do you find it difficult to house? Class doing unskilled

For what class is there sufficient accommodation?

Is there complaint of rent profiteering? no report

Report on work of local adjustment committee

Publicity of the past week Personal work on part of Inspectors and in address delivered before a negro commercial organization Friday evening March 28th

Remarks We are now starting campaign knows as "CLEAN UP" for citizens to clean up their yeards, alleys as well as interior of their homes.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1816 12th St N. W. For week ending April 5, 1919

Signature Frank A. Byron Official Position Registration to Chief

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
50 men previously not accounted for Feb. 1st, 1919					
ROOMS for men	43	43	11 —50	11 50	505
Rooms for women	5	16	14	14	155
Rooms for either	7	3	1	1	13
Light Housekeeping	9	19	10	10	75
Apartments or Flats	1	2	3	2	94
Houses	2	1	2	1	17
Vacant buildings which might be converted	0	0	0 9'	0 89	1 460

What class of labor do you find it difficult to house? Ample accommodations

For what class is there sufficient accommodation? Clerks

Is there complaint of rent profiteering? No report

Report of work of local adjustment committee No report

Publicity of the past week Personal work on part of Inspectors and two public addresses.

Remarks On the 1st of Feb. last we placed 50 membets of a high musicle co of NY for 2 nights as indicated above. As these were not included in total applications filled. The Chief of U. S. HRS suggested that the same be included hereafter.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1816 12th St. N. W. Washington, D.C. (c) For week ending April 12, 1919

Signature Frank A. Byron Official Position Asst. to Chief

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	43	43	23	23	528
Rooms for women	16	14	16	12	167
Rooms for either	3	1	2	1	14
Light Housekeeping	19	13	8	7	82
Apartments or Flats	2	3	5	2	96
Houses	1	1	4	1	18
Vacant buildings which might be converted	0	0	0 58	0 46	1 906

What class of labor do you find it difficult to house? Scarcity inromms in LHA and for applicants with children

For what class is there sufficient accommodation? Government Employees

Is there complaint of rent profiteering? One case in which we think the price is excessive but think that we willbe able to ad just it.

Report on work of local adjustment committee No report

Publicity of the past week Through the War Camp Community Club #3 The YMCA The Salvation Army and the YWCA

Remarks At a late hour Thursday we were called to provide accommodationf ofr men from N Y City who were here to participate in the Basket Ball Game, we are glad to report that all were well placed.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1816 12th St. N. W. YMCA Bldg For week ending April 19 1919

Signature Frank A. Byron Official Position Chief

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	45	38	11	11	539
Rooms for women	14	4	9	9	176
Rooms for either	1	0	0	0	14
Light Housekeeping	13	24	15	14	96
Apartments or Flats	3	4	4	3	99
Houses	1	2	9	2	20
Vacant buildings which might be converted	0	0	0 48	0 39	1 945

What class of labor do you find it difficult to house? The Mechanic

For what class is there sufficient accommodation? Clerk

Is there complaint of rent profiteering? The case of profiteering mentioned on April 12, has been adjusted.

Report on work of local adjustment committee No report

Publicity of the past week By posting bills, and through cooperation with various organizations.

Remarks This office has been inspected by Mrs. Finney, Representative of the General YWCA Board of New York City.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1816 12th St. NW For week ending April 25, 1919

Signature Frank A. Byron Official Position

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	38	50	10	10	549
Rooms for women	4	2	8	4	180
Rooms for either	0	1	1	1	15
Light Housekeeping	24	23	18	18	116
Apartments or Flats	4	2	16	4	103
Houses	2	4	15	2	22
Vacant buildings which might be converted	0	0	0 68	0 69	1 986

What class of labor do you find it difficult to house? On revision of our list, we find that we have a limited number of room s for all classess.

For what class is there sufficient accommodation? Accommodations for all classes However, we are unable to fillthe demands for rooms for women as the demands exceed the supply

Is there complaint of rent profiteering? No complaint this week

Report of work of local adjustment committee No report

Publicity of the past week Through a conference held at Franklin School attended by Dr. Go E. Haynes, Miss Norton, Mrs Pelham and others ~~it was agreed that Dr. Haynes and Mr. Byron would secure~~ speakers for meetings to be held at the Community Centers and the Community Secretarys would request their members to volunteer their services in an effort to secure rooms, houses and apartments.

Remarks Remakrs. This office was visited and inspected Aprl 22. by Dr. Jas. E. Ford Manager. Mr. E. S. Hage and Mr. Davison of the H. S. R. S.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1816 12th St. N. W. For week ending April 30, 1919

Signature Frank A. Byron Official Position Asst to Chief

Type of Available Accommodation	No. at beginning of week	No. at end of week	No. of applications during wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	50	25	9	9	558
Rooms for women	2	6	16	8	188
Rooms for either	1	3	2	2	17
Light Housekeeping	23	11	17	11	127
Apartments or Flats	2	3	16	2	105
Houses	4	1	12	1	23
Vacant buildings which might be converted	0	0	0	0	1
Totals			72	33	1019

What class of labor do you find it difficult to house? We have difficulty in housing all classes at present.

For what class is there sufficient accommodation? No class

Is your list of houses and apartments complete?

What is the housing shortage?

What steps are you taking to relieve that shortage?

Has the H.R.S. Committee held a meeting this month?

What important problems were considered?

Any definite action taken?

Publicity of the past week Through person work of inspectors and cooperation with YMCA and YWCA

Remarks The demand for houses and apartments has been very great during the past week, Inpsector Waddletnn has canvassed all parts of the City in an effort to locate houses of any kind in order that we might supply the demands. We are now preparing for a meeting of the Negro Worker's advisory Committees, to be held in commemoration of the First Anniversary Division of Negro Economics

As evidence of housing shortage please enclose newspaper clippings and copies of of letters on subject. You can secure such letters by request to citizens well informed on conditions. Please enclose copies of new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D.C.

#38

under the direction of Dr. Geo Haynes.

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1816 12th St. N. W. Wash. DC For week ending May 8, 1919

Signature Frank A. Byron Official Position Chief

Type of Available Accommodation	No. at beginning of week	No. at end of week	No. of applications during wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	25	33	31	31	589
Rooms for women	6	4	13	6	194
Rooms for either	3	0	1	1	18
Light Housekeeping	11	12	27	10	127
Apartments or Flats	3	2	14	2	107
Houses	1	0	16	0	23
Vacant buildings which might be converted	0	0	0	0	1
Totals			102		

What class of labor do you find it difficult to house? All classes

For what class is there sufficient accommodation? Shortage for all classes

Is your list of houses and apartments complete?

What is the housing shortage?

What steps are you taking to relieve that shortage?

Has the H.R.S. Committee held a meeting this month?

What important problems were considered?

Any definite action taken?

Publicity of the past week By cooperating with the Salvation Army YWCA YMCA also peronsl work of Inspectors.

Remarks The First Annual Meeting of the Negro Workers Advisory Committee of the District of Col. under the U. S. Dept of Labor, Bureau of Negro Economics was held in the Auditorium of Dunbar High School, Wed. May 7, 1919. There was a joint meeting of the N.W. and S.W. Asso. and was well attended. The program was interesting consisting of moving pictures, and heart to heart talks relative to the Housing situation. Community Center work and work in connection with the Negro Worker's Advisory Committee.

As evidence of housing shortage please enclose newspaper clippings and copies of of letters on subject. You can secure such letters by request to citizens well informed on conditions. Please enclose copies of new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D.C.

#38

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1816 12th St. N. W. Washington (C) For week ending May 15, 1919

Signature Frank A. Byron Official Position Asst to Chief

Type of Available Accommodation	No. at beginning of week	No. at end of week	No. of applications during wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	33	32	20	20	609
Rooms for women	4	7	10	6	200
Rooms for either	0	2	1	1	19
Light Housekeeping	12	16	21	15	152
Apartments or Flats	2	2	7	2	109
Houses	0	0	5	0	23
Vacant buildings which might be converted	0	0	0	0	1
Totals			64	44	1113

What class of labor do you find it difficult to house? All classes

For what class is there sufficient accommodation? No particular class.

Is your list of houses and apartments complete? No

What is the housing shortage? The housing shortage is alarming

What steps are you taking to relieve that shortage? Preparing a letter to be sent to Real Estate Agents

Has the H.R.S. Committee held a meeting this month? Yes

What important problems were considered? Method of obtaining houses

Any definite action taken? Yes

Publicity of the past week Person work of inspectors.

Remarks This office was visited and inspected by Mrs. Vivienne Ward Stokes Field Secy of the General YW C A Board of N Y City and Miss Robi son to Mrs. Lumber of the War Dept visited this office and was pleased to note our co-operation with various organizations.

As evidence of housing shortage please enclose newspaper clippings and copies of of letters on subject. You can secure such letters by request to citizens well informed on conditions. Please enclose copies of new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D.C.

#38

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1816 12th St. N. W. Wash DC For week ending Washigton May 22, 1919

Signature Frank A. Byron (C) Official Position Chief

Type of Available Accommodation	No. at beginning of week	No. at end of week	No. of applications during wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	32	28	14	14	623
Rooms for women	7	3	8	6	206
Rooms for either	2	1	0	0	19
Light Housekeeping	16	21	18	14	166
Apartments or Flats	2	1	3	1	110
Houses	0	1	10	1	24
Vacant buildings which might be converted	0	0	0	0	1
Totals					

What class of labor do you find it difficult to house? Limited accommodations for all classes

For what class is there sufficient accommodation? No class

Is your list of houses and apartments complete? No

What is the housing shortage? Shortage in rooms, aprts. houses

What steps are you taking to relieve that shortage? Having a thorough re-canvass of houses made by inspector.

Has the H.R.S. Committee held a meeting this month? Yes

What important problems were considered? The housing problem

Any definite action taken? Yes

Publicity of the past week Short talks and conferences with local organizations

Remarks We are experiencing great difficulty in obtaining rooms for women and for

LHK

As evidence of housing shortage please enclose newspaper clippings and copies of of letters on subject. You can secure such letters by request to citizens well informed on conditions. Please enclose copies of new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D.C.

#38

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1816 12th St. N.W. Y.M.C.A. Bldg. (C) For week ending

Signature Frank A. Byron, Asst. to chief, Registration & Placement Official Position Section.

Type of Available Accommodation	No. at beginning of week	No. at end of week	No. of applications during wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	28	37	13	13	636
Rooms for women	3	9	9	8	214
Rooms for either	1	2	1	1	20
Light Housekeeping	21	21	14	12	178
Apartments or Flats	1	4	12	2	112
Houses	1	1	17	1	25
Vacant buildings which might be converted	0	0	0	0	1
Totals			66		

What class of labor do you find it difficult to house? No particular class.

For what class is there sufficient accommodation? Clerical.

Is your list of houses and apartments complete? No.

What is the housing shortage? We have difficulty in securing rooms for women.

What steps are you taking to relieve that shortage? Conferences with Real Estate.

Has the H.R.S. Committee held a meeting this month? Yes

What important problems were considered? Method of obtaining houses.

Any definite action taken? No report.

Publicity of the past week Personal publicity on part of Inspectors, and through organizations of the Director of Negro Economics, U. S. Department of Labor.

Remarks There is still a serious shortage in rooms for women and for LHK However we have been able to persuade some families having more than one room for rent, to rent them for Light House Keeping.

As evidence of housing shortage please enclose newspaper clippings and copies of of letters on subject. You can secure such letters by request to citizens well informed on conditions. Please enclose copies of new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D.C.

#38

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1816 - 12th St., N. W. Y.M.C.A. Bldg. Washington DC (C) For week ending June 5th, 1919.

Signature Frank W. Byron Official Position Asst. to Chief, Registration & Placement Section.

Type of Available Accommodation	No. at beginning of week	No. at end of week	No. of applications during wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	37	36	21	21	657
Rooms for women	9	6	10	8	222
Rooms for either	2	4	1	1	21
Light Housekeeping	21	20	7	7	185
Apartments or Flats	4	5.	8	5	117
Houses	1	2	18	2	27
Vacant buildings which might be converted	0	2	0	0	1
Totals			65		

What class of labor do you find it difficult to house? Limited accommodations, for all classes.

For what class is there sufficient accommodation? No particular class.

Is your list of houses and apartments complete? No.

What is the housing shortage? The Housing Shortage is serious.

What steps are you taking to relieve that shortage? Sending letters to Real Estate

Has the H.R.S. Committee held a meeting this month? Yes

What important problems were considered? "Housing"

Any definite action taken? No report.

Publicity of the past week Through organizations formed through office of Director of Negro Economics, U. S. Department of Labor.

Remarks We experience great difficulty in finding homes for applicants who have children.

As evidence of housing shortage please enclose newspaper clippings and copies of of letters on subject. You can secure such letters by request to citizens well informed on conditions. Please enclose copies of new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D.C.

#38

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 1816 12th St., N. W. Y.M.C.A.Bldg. For week ending June 12, 1919.
Asst. to Chief Registration & Placement Section.
Signature Frank A. Byron. Official Position

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	36	44	12	12	669
Rooms for women	6	9	11	8	236
Rooms for either	4	1	0	0	21
Light Housekeeping	20	21	11	10	195
Apartments or Flats	5	3	12	5	122
Houses	2	1	23	1	28
Vacant buildings which might be converted	2	0	0	0	1

What class of labor do you find it difficult to house? We have difficulty in housing all classes at present.

For what class is there sufficient accommodation? No classes.

Is there complaint of rent profiteering?

Report of work of local adjustment committee

Publicity of the past week Requesting cooperation with Real Estate Firms. By sending out letters, personal work of Inspectors, and co-operation with various organizations.

Remarks This office was visited and inspected, this week by Mr. A. T. Stokes of the New York State, General Y.M.C.A. At a meeting of the Negro Workers Advisory Committee, held at the 12th St. branch Y.M.C.A.Bldg. June 14th, 1919 "buying" homes was discussed, especially as the demand for houses and apartments has increased, to such a great extent.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Youngstown, O. (c)

Agent arrived Kelley 7/24/19 McCracken 4/25/19

P. O. Canvass Begun 7/24/18 Finished 7/24/18

Registry Canvass Begun _____ Finished 5/10/19

H.R.S. Organized _____

Initiative Taken by Community Service Society

Co-operating Agencies Community Corporation
Y. W. C. A.

Chairman _____

Manager Clarence Focus, 248 Belmont St.

First Report _____

Number of Applications filled to date:-

Youngstown (c)

U. S. HOMES REGISTRATION SERVICE

Address Y. W. C. A. (colored)

City Youngstown, O.

Telephone

Chairman

Name and Address

Manager

Name and Address Clarence Focus, 248 Belmont St.

Representatives of:

Council of Defense 6

Housing Association

Y.W.C.A.

Civic Improvement Society

Y.M.C.A.

Room Registry

Organized Labor

Federation of Welfare Agencies

U. S. Employment Service

Commercial Club or Ass'n.

Real Estate

Manufacturer

Community Labor Board

Community Council

War Camp Community Service

Sub Committees

Exec. Com.	(1.	Finance	(1.
	(2.		(2.
	(3.		(3.
Survey	(1.	Priorities.	(1.
	(2.		(2.
	(3.		(3.
Transportation	(1.	Other	(1.
	(2.		(2.
	(3.		(3.

#681.

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 962 W. Federal St., Youngstown, O. For week ending May 24, 1919.

Signature C. S. Tocus. Official Position Manager.

Type of Available Accommodation	No. at beginning of week	No. at end of week	No. of applications during wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	34	56	4	3	8
Rooms for women	0	2	1	1	1
Rooms for either	38	65	0	0	0
Light Housekeeping	27	42	2	2	3
Apartments or Flats	0	0	0	0	0
Houses	1	1	2	0	0
Vacant buildings which might be converted	0	0	0	0	0
Totals	100	166	9	6	12

What class of labor do you find it difficult to house? Complaints regarding houses are from the clerical class. Plenty of rooms.

For what class is there sufficient accommodation? None

Is your list of houses and apartments complete? No.

What is the housing shortage? 100 to 175

What steps are you taking to relieve that shortage? Realty company formed.

Has the H.R.S. Committee held a meeting this month? Yes.

What important problems were considered? Condition of a certain district.

Any definite action taken? No.

Publicity of the past week Placards put in churches and stations: Newspaper articles; Announcements.

Remarks One party called for a reserve of all the rooms possible for a convention to be held during the summer.

As evidence of housing shortage please enclose newspaper clippings and copies of of letters on subject. You can secure such letters by request to citizens well informed on conditions. Please enclose copies of new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D.C.

#38

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 962 W. Federal St. Youngstown, O. For week ending May 31, 1919.

Signature C. S. Tocus Official Position Manager

Type of Available Accommodation	No. at beginning of week	No. at end of week	No. of applications during wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	56	60	6	5	13
Rooms for women	2	2	1	1	2
Rooms for either	65	65	0	0	0
Light Housekeeping	42	41	1	1	4
Apartments or Flats	0	0	0	-	0
Houses	1	1	2	-	0
Vacant buildings which might be converted	-	-	-	-	-
Totals	166	169	10	7	19

What class of labor do you find it difficult to house? The applications for houses this week are from professional men.

For what class is there sufficient accommodation? None

Is your list of houses and apartments complete? There are no apartments here.

What is the housing shortage? About 200 counting delapidated places.

What steps are you taking to relieve that shortage? Encouraging building.

Has the H.R.S. Committee held a meeting this month? Not in June

What important problems were considered?

Any definite action taken?

Publicity of the past week Placards, mention in one large public address, Announcements.

Remarks The service is becoming well known but there are not very many applicants because labor conditions and the state's going dry is not bringing men into town.

As evidence of housing shortage please enclose newspaper clippings and copies of of letters on subject. You can secure such letters by request to citizens well informed on conditions. Please enclose copies of new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D.C.

#38

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 962 W. Federal St. Youngstown, O. For week ending June 7, 1919.

Signature C. S. Tocus Official Position Manager.

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	60	58	6	4	17
Rooms for women	2	2	0	0	2
Rooms for either	65	65	0	0	0
Light Housekeeping	41	41	0	0	4
Apartments or Flats	0	0	0	0	0
Houses	1	1	0	0	0
Vacant buildings which might be converted			0	0	
	169	167		4	23

What class of labor do you find it difficult to house? The clerical, and professional classes are not satisfactorily housed.

For what class is there sufficient accommodation? Overcorwding in all classes.

What is the housing shortage? At least 200.

Is there complaint of rent profiteering?

~~Report of work of local adjustment committee~~ Placards placed in restaurants, barber-shops, lodges.

Publicity of the past week

Remarks The manager is hoping to interest the Chamber of Commerce in the H.R.S. so they will give some tangible aid.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 962 W. Federal St. Youngstown, O. For week ending June 7, 1919.

Signature C. S. Tocus Official Position Manager.

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	60	58	6	4	17
Rooms for women	2	2	0	0	2
Rooms for either	65	65	0	0	0
Light Housekeeping	41	41	0	0	4
Apartments or Flats	0	0	0	0	0
Houses	1	1	0	0	0
Vacant buildings which might be converted			0	0	
	169	167		4	23

What class of labor do you find it difficult to house? The clerical, and professional classes are not satisfactorily housed.

For what class is there sufficient accommodation? Overcorwding in all classes.

What is the housing shortage? At least 200.

Is there complaint of rent profiteering?

Report of work of local adjustment committee Placards placed in restaurants, barber-shops, lodges.

Publicity of the past week

Remarks The manager is hoping to interest the Chamber of Commerce in the H.R.S. so they will give some tangible aid.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 962 W. Federal St. Youngstown, O. For week ending June 14, 1919.

Signature C. S. Tocus Official Position Manager.

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	58	56	4	3	20
Rooms for women	2	2	0	0	2
Rooms for either	65	65	0	0	0
Light Housekeeping	41	41	0	0	4
Apartments or Flats	0	1	0	0	0
Houses	1	1	0	0	0
Vacant buildings which might be converted				0	

What class of labor do you find it difficult to house? Rooms are available for all but none are contented with the houses.

For what class is there sufficient accommodation? None. All want houses.

Is there complaint of rent profiteering? Many "shacks" are bringing from 25 to 30 dollars monthly. These have no convenience.

Report of work of local adjustment committee Meeting held and a plan for more houses set forth.

Publicity of the past week Placards.

Remarks On account of prohibition in this stat there is a labor turnover. One head-waiter said 14 of his men went with the exit of strong drink.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 962 W. Federal St., Youngstown, Ohio For week ending June 21, 1919

Signature C. S. Tocus (C) Official Position Manager

Type of available accommodation:	No. at beginning of week	No. at end of week	No. of applications during Wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	56	54	6	6	26
Rooms for women	2	2	1	1	3
Rooms for either	65	65	0	0	0
Light Housekeeping	41	40	1	1	5
Apartments or Flats	1	1	0	0	0
Houses	1	1	0	0	0
Vacant buildings which might be converted					

What class of labor do you find it difficult to house? Difficult to find houses for all classes.

For what class is there sufficient accommodation? None.

Is there complaint of rent profiteering? Yes.

Report on work of local adjustment committee Meeting called but no quorum present.

Publicity of the past week Newspaper, placards.

Remarks Arrangement has been made for the manager to spend a definite part of his time, at least one half, on the housing situation, beginning sometime in July.

Please enclose copies of any new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D. C.

#38
8/1/18

Report
of
U. S. HOMES REGISTRATION SERVICE

Address 962 W. Federal St., Youngstown, Ohio For week ending June 28, 1919

Signature C. S. Tocus, (C) Official Position Manager

Type of Available Accommodation	No. at beginning of week	No. at end of week	No. of applications during wk.	No. of applications filled during week	Total applications filled to date
ROOMS for men	54	154	7	4	30
Rooms for women	2	2	0	0	3
Rooms for either	65	65	0	0	0
Light Housekeeping	40	40	0	0	5
Apartments or Flats	1	1	1	0	0
Houses	1	1	0	0	0
Vacant buildings which might be converted					
Totals					

What class of labor do you find it difficult to house? I do not know of a single house except the one listed at present for rent.

For what class is there sufficient accommodation? Rooms for all - houses for a fortunate few.

Is your list of houses and apartments complete?

What is the housing shortage?

What steps are you taking to relieve that shortage?

Has the H.R.S. Committee held a meeting this month?

What important problems were considered? No action taken this past week.

Any definite action taken?

Is there complaint of rent profiteering? Yes

Publicity of the past week The managmer has been at the Annual Conference of National Association for the Advancement of Colored People during the past week so no additional work was done.

Remarks The 100 additional rooms listed this week is our beginning in the preparation for the imminent exodus of laborers to this town on account of the opening of the mills

As evidence of housing shortage please enclose newspaper clippings and copies of of letters on subject. You can secure such letters by request to citizens well informed on conditions. Please enclose copies of new cards, form letters, posters or publicity statements.

Please fill out at once and return to Dr. James Ford, Manager, Homes Registration Division, Bureau of Industrial Housing & Transportation, 613 G Street, N. W., Washington, D.C.

#38

Entry 63
Reference File

Boletins.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION
613 G Street, N. W.,
Washington, D. C.

November 6, 1918.

FROM: James Ford, Manager, Homes Registration and Information Division.

TO: Field Agents.

SUBJECT: Negro Registries.

In accordance with my memorandum of October 31st, I am enclosing herewith a copy of the detailed memorandum referred to on the Establishment of room registration offices for dealing with colored people in cities, submitted by Dr. Haynes, Director of Negro Economics.

Very truly yours,

JAMES FORD

Manager, Homes Registration and Information Division.

MEMORANDUM

TO: Dr. James Ford, U. S. Housing Corporation
FROM: The Director of Negro Economics
DATE: October 31, 1918.
SUBJECT: Establishment of room-registration offices for dealing with colored people in cities.

Following our conference of Saturday, October 26, 1918, with reference to the cooperation of this office with the Home-finding Section of the U. S. Bureau of Industrial Housing and Transportation under your direction, I am pleased to present the following statement for your information and approval:

1. On plans approved by the Secretary, Negro Workers' Advisory Committees have been organized in Florida, Georgia, Mississippi, North Carolina, Kentucky, Virginia and Ohio. Similar committees are in process of organization in Illinois, Tennessee, New Jersey, Missouri and Louisiana. Local Negro Workers' Advisory Committees are being organized in the principal cities and counties of these states where are considerable numbers of Negroes. In Florida, Georgia, Kentucky and Virginia, these advisory committees have formal working arrangements with the Councils of Defense, and similar arrangements are planned wherever feasible. We have Supervisors of Negro Economics who are colored men of efficiency and character in nine states. These supervisors have been very carefully selected to advise and cooperate in the work of the several divisions of the Department in their respectivet states wherever such work manifestly or directly affects Negroes. Through this plan, therefore, we are in close touch with very reliable and able colored people, in all the principal cities, or are able to get in touch with such persons in all the principal cities where youwould probably have need of special home-registration work for colored people, judging from the names of the cities already given me.

Thenames and addresses of these state Supervisors of Negro Economics, with official stations, are as follows:

W. C. Armwood, 130 Hagan St., Jacksonville	FLORIDA
H. A. Hunt, 151 Auburn Avenue, Atlanta	GEORGIA
Forrester, B. Washington, 116 N. Dearborn St., Chicago	ILLINOIS
J. C. Olden, U. S. Employment Service, Meridian	MISSISSIPI
William M. Ashby, 9 Franklin St., Newark	NEW JERSEY
Charles E. Hall, 74 E. Gay St., Columbus	OHIO
T. C. Erwin, 1204 No. 24th St., Richmond	VIRGINIA
William Jenifer, 297 St.Antoine St., Detroit	MICHIGAN
Dr. A. M. Moore, (Special Agent), Durha,	NORTH CAROLIN

We have, also, Chairman of State Negro Workers' Advisory Committees, who have also been chosen with great care. Their names and addresses are as follows:

Pres. N. B. Young, A. & M. College, Tallahassee	FLORIDA
Dr. D. W. Sherrod, Meridian	MISSISSIPPI
Dr. S. G. Atkins, State Normal School, Winston-Salem	NORTH CAROLINA
Pres. John M. Gandy, State Normal School, Petersburg	VIRGINIA

Permanent chairmen for the committees in other states are not yet appointed. We can furnish names and addresses of county and city chairmen also for many localities.

Other states are being organized and supervisors are being appointed as rapidly as the circumstances justify. We are therefore prepared to give your field agents active cooperation through these persons at Pittsburgh, Pa., Richmond, Norfolk and Newport News, Va., Charleston, W. Va., Atlanta, Ga., and Pensacola, Fla., and it is probable that as your work develops our organizations will have relatively developed so that our assistance may be available to you at many other points.

2. I advise the following line of procedure for establishing contact between the Negro people and your home-finding program.

a. That each of your field agents be furnished with a copy of this memorandum or its contents.

b. That wherever time allows and one of your agents plans to take up the question of the registration of colored homes in any city that he write either to the State Supervisor of Negro Economics of the Chairman of the Negro Workers' Advisory Committee and ask him for the names and addresses of the homes of suitable colored persons in that city.

c. That upon going to such a city, colored persons so chosen be interviewed and made advisers in the first steps of approaching the colored people on this matter.

I advise this in view of the fact that (1) it will save duplication of machinery, and (ii) in any effort of the Department which involves use of local persons it is imperative that the particular persons be selected with a knowledge both of their character and of local conditions. We have been making a special effort toggot the men and women on whom dependence can be placed. I shall write each one of our supervisors and chairmen on this matter and ask him, if called upon, to give special care to the question of each individual whose name may be suggested to your field agents.

3. Again, I am of the opinion that on matters of recommendations of personnel, community contact, and race relationships, it would be well for your field agents to defer to the judgement of

these state supervisors of Negro economics who are men under oath and on the payroll of the Department, who have traveled over the state, and who are thoroughly familiar with the many problems involved.

Should you think of looking to them for this service, this office will be glad to arrange for them to meet your field agents in the cities where work is to be started, in order to assist them in the first steps, provided ample notice is given and, that the U. S. Housing Corporation make arrangements for transportation, per diem expenses for subsistence, and other necessary and actual expenses during the time of such visits.

Respectfully,

George E. Haynes,
Director of Negro Economics.

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
United States Housing Corporation
613 G Street N. W.
Washington.

October 31, 1918.

FROM: James Ford, Manager, Homes Registration and Information Division.

TO: All Field Agents

SUBJECT: Negro Registries.

In any city in which there is need of considerable placements of negroes a separate negro registry should be established according to instructions from the Department of Labor. The Negro registry should have negro investigators, negro manager and committee of negroes representing the Y. M. C. A., Y.W.C.A., Urban League and other important negro organizations corresponding to the white organizations which always represent on the white registries. All negro appointments should be made by negroes.

I should be informed at once of the nature of the request and of the evidences of the need of such registry and will get in touch with Dr. Haynes, who is Advisor to the Department of Labor on problems of negro labor, and will immediately wire you how to proceed in organizing a negro registry for that city. A more detailed memorandum on this subject will be sent you shortly.

SUPERVISORS AND AGENTS OF THE DIVISION OF NEGRO ECONOMICS
Department of Labor
Office of the Secretary
Washington.

Ashby, William M. - 9 Franklin Street, Newark, N.J. (Supervisor)

Arnold, Harry E.
Special Agent, Dept. of Labor
448 West Second Street, Erie, Pa.

Erwin, T.C.
Supervisor of Negro Economics
301 Mechanics Bank Building, Richmond, Va.

Foster, Lemuel L.
Supervisor of Negro Economics
615 Miazza Woods Building, Meridian, Miss.

Greasley, R.S.
Special Agent (Asst. Supervisor, Negro Economics)
Board of Education, Jackson, Miss.

Hunt, H.A.
Supervisor of Negro Economics
High and Industrial School
Fort Valley, Ga.

Hall, Charles H.
Supervisor of Negro Economics
74 East Gay Street, Columbus, Ohio.

Jennifer, William
Supervisor of Negro Economics
101 West Fort Street
Detroit, Mich.

Moore, Dr. A.M.
Supervisor of Negro Economics
Box 525, Durham, N.C.

Andrews, R. McCants
Asst. Supervisor of Negro Economics
Box 525, Durham, N.C.

Thomas, Jesse O.
Supervisor of Negro Economics
469 Fifth Street, New York City.

Washington, Forrester B.
Supervisor of Negro Economics
116 North Dearborn Street, Chicago, Ill.

Note to Stenographer: In each instance add the state after "Economics".

NEGRO WORKERS ADVISORY COMMITTEES

State and Local

Washington, D. C.
Mr. John W. Lewis, Chairman, (North West Committee)
Industrial Savings Bank (President)
11th and You Sts., N.W.

Mr. Charles H. Walker, Chairman (South West Committee)
356 "E" St., S.W.

Pennsylvania:
(Erie) C. J. Kittrell, Chairman,
1040 West 6th Street,
Erie, Pa.

Special Agent - Harry E. Arnold,
448 West Second St.,
Erie, Pa.

(Philadelphia) J. Paul Brock, Chairman,
739 South 22d St.,

Mississippi:
Dr. D. W. Sherrod, Chairman State Committee
Meridian.
Hinds County takes in the cities of Jackson, Edwards, Raymond, Clinton, Bolton, Learned and Utica, Miss.
Chairman, Mr. J. E. Shipp, 125 Ball St., Jackson

Claiborne County - Cities - Port Gibson, Brandywine, Grand Gulf, Hermanville, Rocky Springs.
Chairman, Prof. A. M. Addison, Port Gibson

Lauderdale County - Cities - Meridian.
Chairman, Mr. T. J. Wilson, 33 Ave., Valley St., Meridian.

Panola County - Cities - Batesville, Sardis, Como, Courtland, Pope and Moratio.
Chairman, Prof. A. W. Wallace, Batesville.

Oktibbeha County - J. W. Byrd, Chairman, Starkeeville
Clay County - Prof. J. J. James, Chairman, West Point, Miss.
Lowndes County - Rev. E. R. Miller, Chairman, Columbus, Miss.

Sunflower County - Dr. J. E. Walker, Chairman, Indianola, Miss.

Note: Other cities and counties in Miss. are now being organized

NOTE: OTHER LISTS FOLLOW.

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NEGRO WORKERS ADVISORY COMMITTEES (Supplementary List Apr. 10/19)

Alexandria, Virginia.

George Lee, 810 Madison St.,
Rozier Taylor, 214 N. Payne St.,
Leon Baltimore, 600 S. Washington St.
H. T. White, 1012 Pendleton St.
John Murray, 813 Princess St.
Frederick Rich, 135 S. Peyton St.
J. T. Holmes, 803 Gibbon St.
R. D. Lyles, 616 S. Columbus St.
Rev. Lorenza King, 116 N. West St.
Edmond Hill, Attorney, 1014 Wythe St.
Richard White, 433 N. West St.
John W. Jackson, 825 Queen St.
Mrs. Alberta Hammond, 624 S. Washington St.
Mrs. Maggie White, 413 S. Union St.
Mrs. Margie Hopkins, 416 S. Columbus St.
Mrs. Emma Price, 813 Mt. Gomery St.
Mrs. Carrie Arnold, 311 N. Patrick St.
Miss Isabell Lewis, 1108 Princess St.
Miss Fletcha M. Howell, Box 371
Dr. A. B. Penn, 809 Princess St.

NOTE: Official invitations to the members of the Alexandria committee have not as yet been mailed. It is hoped to get them out this week. If any of these members are consulted it might be well to make this explanation.

Norfolk, Virginia.

P. B. Young, 711 Highland Ave.
Mrs. Ida N. Pasy, 1626 Church St.
(These people will put you in touch with any other members of the committee whom you wish to find)

Portsmouth, Virginia.

W. H. Jennings, Chairman, 710 London Street

Newport News, Virginia.

A. F. Williams, Chairman, 2300 Madison Ave.

Alton, Illinois.

Joseph Russell, 4th St. Chairman

East Moline, Illinois (Not organized as yet)

Camden, New Jersey

H. F. Monroe, Chairman, U.S.Employment Service, 5th St. & Taylor Ave.

Newark, New Jersey: (Not as yet organized)

Paterson, New Jersey.

John C. Wegner, Chairman, 131 Ellison St.

Trenton, New Jersey

John E. Gill, 10 Broad St.
Samuel Haverstock, Standard Inlaid Manufacturing Co.
(For additional names, communicate with Mr. Ashby, Supervisor)

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G Street, N. W.
Washington, D. C.

July 24, 1918.

FROM: Mr. James Ford, Manager
Homes Registration and Information Division.
TO: Field Agents, Homes Registration Service.

SUBJECT: Information on report forms.

Records of the work of Field Agents of this Division in each of the project cities are kept on forms like the enclosed. It is important that information on these sheets be complete - names, addresses and dates should be given. The reports which you have sent in to this office supply only the information here noted. Will you please fill in the other ~~partisan~~ portions of the blank and return at once to the Home Registration Division, Washington.

The line "Initiative taken by" asks which local agency was primarily responsible for the establishment of the Homes Registration Service - Council of Defense, War Bureau or Chamber of Commerce; under "Co-operating agencies" - Real Estate Exchange, Y. W. C. or Chamber of Commerce, Manufacturers Association. local Housing Committee or whatever other agencies are officially represented. Both name and address of the Chairman and Manager should be given.

Hereafter in framing reports please make sure that this Division receives date both of thebeginning of the post office canvass and the registry canvased. It is difficult from the reports to distinguish which canvass has been begun on a given day. H.R.S. may be assumed to be organized when the committe is appointed. Always send the names of all members of the H.R.S. Committe e and the agencies which they represent, also specify the addresses ~~which~~ to which the units will be sent.

Yoursvery truly,

JAMES FORD

Manager, Homes Registration and
Information Division.

U S DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G Street N W
Washington

July 24, 1918.

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Homes Registration and Information Division.

TO: Field Agents, Homes Registration Service.

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Hereafter in framing reports please make sure that this Division receives date both of the beginning of the pack office canvass and the registry canvass. It is difficult from the reports to distinguish which canvass has been begun on a given date. H.R.S. may be assumed to be organized when the committee is appointed. Always send the names of all members of the H.R.S. Committee and the agencies which they represent, also specify the addresses which the units will be sent.

Yours very truly,

JAMES FORD,

Manager, Homes Registration and
Information Division.

Entry 64
Correspondence with Field Agents

May 8, 1919.

Rev. Bennett,
Children's Service Work,
City Library,
Youngstown, Ohio.

My dear Mr. Bennett:

At the request of our Field Agent, Mr. Fred D. McCracken, I am sending you under separate cover a number of memorandums issued by this office to local committees on rent profiteering, or, as many of them later came to be called, committees on Landlord & Tenant Relations.

As you will observe, some of these memorandums were applicable in certain respects only to war conditions. More and more, the committees have come to be independent of this office and increasingly also, they have been compelled to rely on moral suasion, the threat of publicity, and of an increased tax assessment.

The success of a Committee on Landlord & Tenant Relations is conditioned very largely by the compensation of the committee. It should include in its personnel representatives of labor and of the tenant class but in no smaller number representatives of owners or properties of real estate. The chairman should be a man acceptable to the committee as a whole. All members should be respected citizens, endowed with fairmindedness and tact. Given such a committee, experience has shown that much may be done toward eliminating the abuses of profiteering and the cruel hardships from which tenants have sometimes suffered. It should be borne in mind, however, that the landlord is entitled to a fair return on his investment, and that, with the present taxes, cost of maintenance and repairs,

etc., the rentals must inevitably be higher than they were when the dollar had a larger purchasing value. A Landlord & Tenant Committee must be on its guard lest it check the building of such new houses as can alone afford permanent and satisfactory relief from congested conditions.

I am sure that both Mr. McCracken and Mr. Edwards will be glad to discuss the matter in detail with you, but if there are specific questions which you would like to present to us, we shall be glad to give them our attention.

Yours very truly,

UNITED STATES HOUSING CORPORATION,
JAMES FORD,
Manager, Homes Registration and
Information Division

By:

Chief, Section of Landlord
and Tenant Relations.

ELS/AES

FROM: Fred D. McCracken, Field Agent,

TO: Dr. James Ford.

DATE: April 24, 1919.

SUBJECT: Akron, O.

Left Cleveland April 19th, 12:45 for Akron. Immediately confronted with critical rooming and housing situation as it took me four hours to find a place to stop and another two hours to locate a place to get my meals.

Sunday, April 20th: Spent the day conferring with negroes and making personal observation.

Monday, April 21st: Conferred with Attorney Thos. E. Green, Mr. Thompson, Negro "Y" Secretary, Rev. Jones, Negro Baptist Church and with other Negro citizens of the city and they all agreed that the situation as to negroes finding rooms and accommodations was deplorable and they could see no immediate relief unless a vacancy canvas could be made as I presented to them and to instal the U.S. Homes Registration Service. However, they all agreed that they could not see any method for getting the work done without pay as all of the negroes with ability to do the work were employed and they did not feel as though they should pay for the service as they had contributed liberally to the War Chest Fund of the City as well as other war time contributions and they had been neglected in having any of the funds used for or in the interest of their own people; and that the War Chest Fund ought to provide for this service.

In the Sunday Akron paper there appeared a two-column article calling attention to the deplorable rooming and housing condition in Akron. I visited Cleveland and went over the situation with Dr. Schaub as I felt that there might be a splendid opportunity for the installation of our service. Dr. Schaub at once phoned Mr. Work, Pres. of Chamber of Commerce and I believe Dr. Schaub has already informed you as to the result of his phone conference with Mr. Workman.

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There is this side to it: All welfare activities and societies will be centralized in the "Y" with Mr. Weller absolutely in control. All religious activities in "Y" will be eliminated under this system and community centres will be established thruout the city which will include a building for the negroes. Under this plan it will call for a fund for immediate use over $1,000,000. Mr. Weller does not want or will he tolerate any outside influence or agency coming in at this time to do any kind of work. He feels that the "Y" service will provide some relief for the whites and that Mr. Thompson should be able to provide some relief for the negroes.

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Respectfully submitted,

(SGD) FRED D. McCRACKEN

10 copies

APR 26 1919
REFERRED TO
Ford
Mr.
Mr.
Mr.
Mr.
Mr.
Also Write
No. Ack. File
Today

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
613 G STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

In the Field
Akron, Ohio. April 24, 1919

From :Fred D. McCracken, Field Agent, U.S.H.R.S.,

To :Dr. James Ford, Mgr., U.S.H.R.S., 613 G St. N. W. Washington, D. C.

Subject :Official visit:-Akron, Ohio.

Left Cleveland, April 19th, 12:45 for Akron. Immediately confronted with critical rooming and housing situation as it took me four hours to find a place to stop and another two hours to locate a place to get my meals.

Sunday April 20th: Spent the day conferring with Negroes and making personal observation.

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U. S. DEPARTMENT OF LABOR
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Respectfully submitted p

April 24/19

Fred D. McCracken

Copy

Akron, Ohio, April 23, 1919

MEMORANDUM

From :Charles E. Hall, Supervisor, Negro Economics

For :Mr. W. S. Jenkins, Supt. U. S. Employment Service.

Subject: :Placement of Negro Soldiers.

After a personal investigation of conditions in Akron I find that a special effort is necessary for the placement in industry of Colored soldiers. In addition to those who are residents of Summit County, I find that numbers who have been attracted by the advertisements of your industrial concerns, are coming from other sections of the State and also from neighboring States where opportunities for employment are not so attractive.

In order that these men who have fought so bravely for the establishment of a "World's Democracy," and to maintain American ideals, may be properly and adequately cared for, I respectfully make the following recommendations:

First: That a capable Colored man be appointed to work under your supervision in the capacity of an "Opportunity and Placement" Clerk for returned and returning Colored soldiers. That you seek to make arrangement for the payment of his salary, not to exceed $125.00 per month) through the War Chest Fund Committee, as in Cleveland, Cincinnati and other cities where such a plan is now in operation and is proving highly satisfactory.

Second: That because of the worse than acute housing situation in Akron that this appointee devote a part of his time each day in canvassing for vacant rooms and the inspection of same, using the system of the U. S. Homes Registration Service of the Department of Labor which is now in successful operation in about fifty industrial cities of the country, and which is now at your disposal and which can be installed through Special Agent Fred D. McCracken who is now in your city, without additional cost to the War Chest Fund Committee.

In making the second recommendation I am actuated by the fact that many desirable workers who would contribute to a permanent working force in this community are daily leaving the city because of the inadequate housing or rooming facilities, and if these returning soldiers could be provided with rooming accommodations when placed on the job by a Clerk who is well acquainted with the Colored citizens and who is familiar with the local situation, I have been assured that rooms could be obtained. This would result in a reduction of the labor turnover in the local industries and would also greatly improve the class of workers.

Hoping that you will take this matter up with the War Chest Fund Committee at your earliest convenience and while Special Agent McCracken is in this vacinity so that he can assist in making the canvas and installing the U. S. Homes Registration Service system, without additional expense, I am,

Very respectfully yours

Chas E. Hall

Supervisor, Negro Economics for Ohio.

REPORT

FROM: Mr. Fred D. McCracken DATE: Apr. 24, 1919.

TO: Dr. James Ford,

SUBJECT: Report of Akron, O.

After a hard battle with the "Powers that be", I find it impossible to establish service even for negroes. This is due to one Mr. Weller who is in control of all welfare work, etc. Everything heads in to him -- the Chamber of Commerce, etc. Refer all such matters to him. He is sore on our service for some reason. Our plan was approved all along the line until it reached him. The Y. W. C. A. will do nothing as Weller is in control. However, I have accomplished this much: Whatever survey is made it will include negroes and Bureau when established by Y. M. C. A. will make provision for negroes. So I do not feel that my trip has not been of value. I leave for Youngstown Ohio, Friday. The same situation exists there.

Write instructions there Care General Delivery. Will go to Cleveland this afternoon. Will write full report of Akron later.

(FD) McCRACKEN

In the Field

Akron, Ohio, April 23, 1919.

To : Dr. James Ford, Mgr. U. S. Homes Registration Service, Washington, D. C.

From : Field Agent, Fred D. McCracken

Subject : Official visit in Akron, Ohio.

Was informed that Mr. Weller, Exe. Secy. "Y" in which is centralized all activities of city, refused to finance, canvass or carry it on after canvass. They are making attempt to canvass only. Mr. Lerrick and Negroes in general approved. Mr. Lerrick is in charge of war chest but everything must be approved by Weller. Will confer with Y.W.C.A. tomorrow.

Visited Supt. of U. S. Employment Service Jenkins, Mrs. L. M. Uppermann, Mrs. Z. A. DeBraun and Rev. Allen. May be able to get Y.W.C.A. and U. S. Employment Service to assist. Negroes not willing to do so as they claim war chest fund should provide for survey. Will make detail report later.

(SIGNED) FRED D. McCRACKEN

Chester Co.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
13TH AND G STREETS NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

July 25, 1919.

Mr. Paul W. Day,
Franklin Bank Bldg.,
Chester, Penna.

Dear Sir:

Owing to the failure of Congress to make appropriation for the continuation of the Homes Registration Service after June 30, 1919, it will be necessary to cancel your appointment as representative of the Bureau of Industrial Housing of the U. S. Department of Labor as of that date. In case your committee should desire to continue the local Homes Registration Service as a community affair, it is free to do so. Hereafter, all franked envelopes and cards in the possession of your registry should not be used unless the frank is erased or cancelled and a stamp used in its place.

It is important that this office should be informed of the closure or continued activity of your registry and in case of its continuance that weekly reports should still be sent to this office. These reports may be sent in envelopes addressed to this corporation, which are enclosed.

When your registry closes, the supplies furnished by this office should be returned to us.

The patriotic service which you and your committee have rendered to the Federal Government under the direction of the Bureau of Industrial Housing of the Department of Labor is very deeply appreciated.

Very truly yours,

UNITED STATES HOUSING CORPORATION

L. K. Sherman,
President.

#1433.

June 25-19

From Chas R Pettey
To James Ford
Subject Chester Penn-

Arrived at 9 am met Mr Weller of Community Service - who stated that the town had not as yet supported his local organization and that the feeling was so strong against present administration that he did not think we could get local support - believed it much wiser to wait until some later date - to take the matter up - From information from other sources I came to the conclusion that he was right.

Chas R Pettey

June 19th, 1919.

Mr. Charles F. Weller, Executive Secretary,
Community Service,
719 Crozer Building,
Chester, Pa.

Dear Mr. Weller:

I appreciate your letter of June 17th and regret that I have not earlier had an opportunity of conferring with you concerning the possibilities of cooperation with the Community Service in Chester. It so happens that we are having more demand than ever for our services, whereas our staff is only partially complete. Our Chief Field Agent, Mr. Charles R. Bixby, plans to attend the Realtors Convention in Atlantic City next week, and could very conveniently arrange to be in Chester on Wednesday morning, June 25th, in case you are to be in the city at that time and could discuss the situation with him. In case the morning of the 25th is not a convenient time for you to see Mr. Bixby, please notify me at once so that his schedule may be altered accordingly. In that event, there is a possibility that I could see you during the latter part of next week.

Very truly yours,

UNITED STATES HOUSING CORPORATION
JAMES FORD
Manager, Homes Registration
and Information Section.

By

Chief, Section of Homes
Registration Service.

RSL/HMS.

GOVERNING COMMITTEE

CHAIRMAN
WILLIAM C. SPROUL
VICE CHAIRMEN
THOMAS W. ALLISON
S. LLOYD IRVING
ELLWOOD J. TURNER
TREASURER
JAMES A. G. CAMPBELL
EXECUTIVE SECRETARY
CHARLES F. WELLER

JOHN J. BUCKLEY
MRS. HENRY CLAY COCHRANE
JOHN P. CROZER
DR. C. A. ERNST
JAMES W. EWING
C. L. GILLILAND
EDWIN D. GLAUSER
DAVID HEISNER
THADDEUS I. HIGGINS
FREDERICK A. HOWARD
L. T. KNISKERN
MRS. S. BLAIR LUCKIE
MAYOR WESLEY S. McDOWELL
KINGSLEY MONTGOMERY
CHARLES MORRIS
J. N. PEW, JR.
E. J. REINHART
WILLIAM I. SCHAFFER
MRS. FRANK G. SWEENEY
DR. KATHARINE ULRICH
SUPT. CHARLES A. WAGNER

COMMUNITY SERVICE

CHESTER AND VICINITY

719 CROZER BUILDING, CHESTER, PA.

(TELEPHONE CHESTER 1483)

EXECUTIVE STAFF

CHARLES F. WELLER
NATIONAL REPRESENTATIVE
WM. B. KELSEY
COMMUNITY MUSIC
MISS ELIZABETH BURCHENAL
AMERICANIZATION
MRS. SARAH COLLINS FERNANDIS
COLORED ORGANIZATION
MISS ANNA M. VAUGHAN
SCHOOL CENTERS
FRANK CASPER
ITALIAN ORGANIZATION
MISS VERA A. LAING
HOSPITALITY
RAY B. HAMMOND
MISS CONSTANCE COCHRANE
M. FRANKLIN JOHNSON
COMMUNITY CLUBS
MELVIN W. SHEPPARD
ATHLETICS AND PHYSICAL EDUCATION
MISS MINNA H. JAHN
OFFICE MANAGER

JUN 20 1919

Ford
Schaub
6/20

June 19, 1919

Mr. Edward L. Schaub,
Chief, Section of Homes Registration Service,
United States Housing Corporation,
613 G Street N. W.- P. O. Box 1903,
Washington, D.C.

Dear Mr. Schaub:

I shall be glad to have your field agent, Mr. Charles R. Bixby, come to Chester on Wednesday, June 25th. I shall endeavor to be on hand personally and, if unable to be here, shall ask Mr. Ray B. Hammond, a competent member of our staff to confer with Mr. Bixby and to introduce him to other staff members.

We shall be eager to work out methods of cooperation for we regard the housing problem as one of the very important interests of the community and one of the fields in which Community Service desire to be as helpful as possible.

I return the enclosed copy of my National Conference address thinking that you may possibly care to preserve it and to show it to other people who ought to know about our movement.

Cordially yours,

Chas. F. Weller

CFW-LMB

Encl

NEW COMMUNITY SERVICE UNDERTAKINGS

EXEMPLIFIED IN CHESTER, PA.

CHARLES FREDERICK WELLER
Executive Secretary "Community Service for Chester and Vicinity"
Associate Secretary "Playground and Recreation Association of America"

Presented to the Forty Sixth
National Conference of Social Work,
Atlantic City, N. J., June 3, 1919.

With the babies whom they took care of, a group of young girls frequented the back yard of Neighborhood House in Washington, D.C. in 1902. They brought old burlap and clothes line to make hammocks in which to swing the babies. That was the first suggestion of the need for playgrounds in the National Capitol.

Soon eleven homemade playgrounds were developed. Dr. Henry S. Curtis was called to supervise them. He organized in 1906 the Playground Association of America; Theodore Roosevelt honorary president, Jacob Riis honorary vice president, Dr. Luther Gulick president, Dr. Curtis secretary. Later the name became Playground and Recreation Association of America. Joseph Lee succeeded Dr. Gulick as president and there came into the movement as its secretary our present leader, Howard S. Braucher, modest unassuming but wonderfully efficient, inspired and inspiring, a man of vision with real genius for progressive social service.

By leaps and bounds the movement grew until, in 1918, 403 American cities maintained 3,871 playgrounds and recreation centers with employed supervision.

WAR SERVICE

War called into being in America the Commission of Training Camp Activities, Raymond Fosdick chairman. This Commission mobilized the Y. M. C. A., Y. W. C. A., Knights of Columbus, Hebrew Welfare Association, Salvation Army,

Library Association and leaders in social hygiene, law enforcement and protective work. Under three great idealists, President Wilson, Secretary Baker and Secretary Daniels, social service in many fields of war work demonstrated that it is statesmanlike and essential to human efficiency.

To the Playground and Recreation Association of America came the Government's call to discover and develop what members of the visiting British Commission are said to have recognized as America's most original and most constructive contribution to the War. For, hitherto, civilian communities had always and everywhere preyed upon and weakened armies. Now America undertook to transform the soldier's leisure hours from liabilities to assets by organizing community activities and community relationships so that the city's best instead of its worst influences should welcome the soldier when he left his training camp to come to town. In over six hundred towns and cities "War Camp Community Service" was thus developed - an organizing agency rather than an institution; a movement not a machine; means not end; eager to lose itself in service; cooperative; promoting and coordinating the social serving forces of each community in a new great spirit of democracy and brotherhood.

Following the sudden armistice came the danger of selfish reaction. Came also America's clear need that to the average man beneath the honored uniform, to industrial workers especially and to all the average folds of average communities, there should be applied the new methods of community organization, using leisure and the play spirit to develop such community activities and community relationship as war had proven to be essential to efficient human life.

CHESTER, PA.

To the oldest city in the conservative state of Pennsylvania in October 1918 a community organizer was sent who was experienced in War Camp Community Service and in the fundamental method and spirit of the Playground and Recreation Association of America. Not criticising Chester, Pa. nor suggesting

that it is worse than a sad multitude of undeveloped American communities, the needs and difficulties in which it typifies many cities may be summarized by quoting a local citizen to the effect that; "If Community Service can be established in Chester it can be established anywhere this side of -- " -- well, a difficult place where conservatives and reactionaries are popularly supposed to prevail.

Community Service is not yet established in Chester in the sense of being locally financed. The challenging adventure is still on. But six months of path-finding demonstration, from December to June first, have yielded inspiring glimpses of some methods of reconstruction and social advance which it is believed that America must soon apply generally to avoid reaction, disorders and the sad postponement of that democracy and fraternalism for which the hearts of many men are hungry.

MUSIC

"Community Singing," first of the ten departments of "Community Service for Chester and Vicinity," was inaugurated early in December by the employment of an experienced leader, Mr. William B. Kelsey. Forty-four thousand song sheets have been put in use. Community singing has been introduced into movies, several churches, women's and men's clubs, fraternal organizations, granges in outlying rural regions; into industries, seven public school centers, and special gatherings such as Red Cross, Victory Loan, Soldiers Welcome, Boy Scouts and various patriotic assemblies. Neighborhood rallies for the "Demobilzation of Service Flags" at outdoor sings are spreading throughout Chester under the Community Music Committees forming in each of the city's eleven wards. A Community Service Chorus, 66 competent singers, has been drilling twice weekly. A Community Band and a Community Orchestra are proposed. Five Community Music Committees have been established with 135 local members while six committees approximating 200 members are yet to be formed.

AMERICANIZATION

"Chester's League of Nations," March 23, with 3000 people attending, and 4,000 turned away, is said to have been reported in 6,000 newspapers. Eight foreign-born groups in native costumes with their national flags flying marched in turn upon the stage where the leader of each group said to the woman impersonating Chester; "I bring you some of my people; their Loyalty Art and Labor." Chester replied; "Welcome Italia; we need your Loyalty Art and Labor." Passing through the city's gates each group was then received, by the mayor and other representative citizens. Subsequently each group presented their national anthem and other characteristic music. Chester's League of Nations Reception and Ball followed, May 12, in the same spirit of appreciation and fraternal cooperation which was further expressed, May 29, in Chester's League of Nations Supper and Social Evening. More than a few foreigners who had felt "sore" over public indifference or actual injustice and hundreds who had felt sadly neglected are now enthusiastic workers for the community - because the community has been interpreted to them in new acceptable ways. Ten committees comprising 116 men and women, native and foreign born, under the inspiration of Miss Elizabeth Burchenal department director are now, in this new method and spirit, promoting the better "Americanization" of both foreign and native born.

COLORED ORGANIZATION

Bloody race riots which occurred in Chester not very long ago lend the emphasis of contrast to the "Colored Organization" department of Community Service under the leadership of Mrs. Sarah Collins Fernandis, a colored social worker. Three public schools are in use every week as Community Service centers where neighbors discuss their civic needs and responsibilities; where they enjoy community singing, dramatics, addresses by their returning soldiers and preparations for the "New Era Week," June 8 to 14, when the colored people of Chester, estimated at from twelve to twenty thousand, will interpret to their fellow citizens the progressive development of America's colored people and their

faithful contributions to agriculture, industry, music, education and community service. Seven large groups of the leading colored people, with white leaders cooperating, have been organized into working committees totaling 257 members.

SCHOOL CENTERS

Existing properties estimated to have cost the people over $700,000 have been redeemed from uselessness during evening hours by the development of six Community Service centers in public schools and one in a parochial school, four centers for whites and three for colored people. "Family Gatherings" are held weekly in each of the seven centers. Activities include community singing, popular talks on timely subjects, music, recitations, folk dances, games, dramas, English classes for foreigners, committee meetings, Belgian and French groups, discussions and increasingly that "spontaneous combustion" through which the neighbors present their own programs and shape their own activities. And still there remains unstated the great communal spirit, the manifest good will, the cooperation which in some neighborhoods has replaced keen deep antagonisms that previously divided the people. Three "School Centers" committees, with numerous subcommittees, include 98 men and women under the leadership of Miss Anna M. Vaughan, formerly a school teacher and a leader in games and in work with foreigners' children.

ITALIANS

An Italian, Mr. Frank Casper, new to social work, has brought unity and a new spirit of community service into the great colony of six to nine thousand Italians who have previously been sadly divided and retarded by keen antagonisms between Catholics and Protestants and by constant suspicion of religious propaganda. Community singing - Italian songs first leading rapidly to English songs, amateur dramatics of convincing power, classes in English and in naturalization, frank discussions in many meetings, increasing participation by Italians in all community undertakings and constant friendly visiting by Mr. Casper in the homes and shops of his people, have constituted the successful

department of "Italian Organization" in which two committees are at work comprising 40 of the leading men and women of this splendid national group.

HOSPITALITY

In a community grown from about forty thousand inhabitants before the war to some eighty to ninety thousand now, with ten to twenty thousand additional in surrounding boroughs, the "Hospitality" department of Community Service is important with its friendly slogan, "Here let no one be stranger." Miss Vera A. Laing the executive has engineered four great Advisory Council dinners given by ladies of the W.C.T.U., Y.M.C.A., Knights of Columbus and Tall Cedars of Lebanon. She has organized sixteen parlor conferences, a Sunday afternoon musical followed by social hospitality in one of the churches, games and appropriate entertainment on week day evenings in several churches, home cooking by volunteers at the Community Club, the listing of 750 returned soldiers sailors and marines and many acts of friendliness for them, invitations to lawn fetes and receptions in private homes for Community Club members and other strangers, hospitality for girls employed in local industries, community singing and the serving of refreshments to many hundreds of people at Chester's League of Nations Reception and Ball and at the similar Supper and Social Evening. The Hospitality Committee includes 40 of the leading women of Chester and vicinity; auxiliary committees are also organized from time to time for special undertakings.

GAMES

Of international fame as a runner and track-team athlete, Melvin W. Sheppard began in April to develop a new department of "Athletics and Physical Education" with special emphasis upon popular games and outdoor sports. On one of the 71 available vacant lots discovered in old crowded Chester, a Community Recreation Center has been developed, a game leader for evening hours employed and a new twenty-five dollar box of game equipment devised which other cities are expected to copy eagerly. This new Community Service box includes a Basket

Ball with two goals, a Playground Baseball with two bats, a Medicine Ball, a set of Quoits and a Volley Ball and net. With this simple equipment and with leaders employed for evening hours between six and ten P.M., it is expected that many vacant lots and park spaces may be made attractive centers for games played by adults especially and by family groups uniting in neighborly fellowship. This department is also interested in promoting Physical Education throughout the schools, the strengthening of Chester's admirable Playground Association with its ten summer playgrounds in school yards for children, Public Baths and Swimming Pools whenever possible, industrial and church baseball leagues, outdoor sports and contests, field days and festivals. For fifteen weeks preceding Mr. Sheppard's advent, a "Playleaders' Training Class" for 65 volunteers, women and men, was conducted voluntarily by the local Boy Scouts Executive Carleton B. Sanford. Among Mr. Sheppard's early achievements was the "Victory Liberty Loan Street Run," May third, the inauguration of Saturday afternoon "hikes" open to everyone and the publication of a twenty-page handbook of practical instructions for games, exercises and physical education. A committee of 14 representative men is in charge of this department with neighborhood committees and other auxiliaries still to be formed.

COMMUNITY CLUBS

The pioneer Coffee House or Dry Saloon or "Community Club" in the heart of town has been inaugurated and sustained by generous contributions from local industries, organizations and individuals. Miss Constance Cochrane, a local society leader and an artist, was fortunately persuaded to undertake its management. A House Committee representing the Club members themselves has developed a large and growing sense of responsibility; they have themselves purchased a four hundred and fifty dollar player piano, have voluntarily inaugurated a system of twenty-five cent monthly dues and have given labor and leadership, with splendid unselfishness and efficiency, to the service of their

fellows, to such public undertakings as the Victory Loan (they sold 83 bonds totaling $6800), to Chester's League of Nations and to the promotion of Community Club activities as substitutes for corner loafing, pool rooms, saloons and gambling. Membership cards have been issued to 431 men, of whom at least 234 are really active members. Club activities include a public canteen serving a good plate dinner twice daily, at noon and night, with lighter refreshments between times, a game room, reading and writing room and modest parlor with growing equipment of victrola, records, books, magazines and attractive lounging places where ordinary fellows may smoke and spit and enjoy all the free friendly spirit, without the spirits, of a saloon. On the third floor is a lodge room used for parties, games, boxing, dancing lessons, entertainments, confidential talks on sex hygiene and other health problems and for special spreads and receptions. In this Community Club we hope public shower baths also may be inaugurated.

In April Mr. Ray B. Hammond came to head up the "Community Clubs" department, to help promote, advertise and finance the pioneer Community Club and to establish other clubs in strategic centers including soon, we hope, a Returned Soldiers Club for white fighting men and their associates, a similar Club for colored Returned Soldiers and an Italian Club. As saloons go out we hope that better community forces may go into the saloon business extensively in the modified form of self supporting Community Clubs.

OFFICE WORK

For all ten departments, the necessary stenography, bookkeeping, telephone service, telegrams, printing, postage, office rental and initial furnishings and equipment, developed by Miss Minna H. Jahn as "Office Work" director, has cost for the first six months $4,759. The eight other departments described above have cost, for salaries and all other expenses, $12,155 making a total of $16,914 provided through national headquarters.

CHIEF EXECUTIVE

The selection and development of department executives, the enlistment of local leaders and appointment of committees, the inspiration of new undertakings, the interpretation of Communiy Service locally and nationally and all the financial adjustments of the entire path-finding movement have been the work of the chief executive who has been called a National Representative because employed and delegated by national headquarters in Washington and New York. The writer of this report having served in this capacity in Chester and Vicinity since October 1, 1918, may be considered to represent general "Community Organization" as the first of Chester's ten departments of Community Service.

CONTROLLING GROUPS

William C. Sproul, Governor of Pennsylvania and first citizen of Chester, is chairman of the Governing Committee of twenty-eight including five industrial workers, four women, the mayor, superintendent of schools and local leaders of industry and business. To them will be added elected representation of the ten departmental committees at least and possibly of all the 33 committees which already comprise 454 men and women representing every phase of community life and a goodly proportion of all local neighborhoods. These 454 workers have been authorized to wear the official insignia, the "Red Circle" of Community Service, made famous by War Camp Community Service as one of the Seven United War Work Agencies.

An "Advisory Council" meeting monthly calls together for conference and mutual help, representatives of social service forces such as the Y.M.C.A., Y.W.C.A., Knights of Columbus, Hebrew Welfare Association, Salvation Army, Libraries, Schools, Churches, Associated Charities, Nursing and Health agencies and the Service or Employment departments of local industries.

National supervision and support comes from War Camp Community Service, from Community Service Incorporated and from their parent organization the Playground and Recreation Association of America - all three intent upon making

themselves unnecessary as rapidly as possible by promoting free local initiative, democratic self government and local self support.

THEME AND OUTLOOK

To put "Unity" into "Community" is a slogan of Community Service for Chester and Vicinity. To some conservatives it seems impossible that about forty thousand dollars annually shall be secured in such a town as Chester, from State, Municipal, Educational and Industrial authorities and from private organizations and individuals, for the permanent local maintenance of such re-creational social service. To many radical reformers, on the other hand, Community Service must appear superficial and unimportant. But millions of average Americans are hoping that reconstruction and industrial advance may be accomlished without revolution; that established social powers will not resist progress until desperation and disorder are enkindled; that steady rapid social evolution may realize those larger measures of democracy and brotherhood for which human folks are longing.

More significant than the present size and very modest powers of Community Service in Chester, is the fact that it has proven to be responsive in new ways, acceptably, to fundamental impulses in the hearts of common people. There is a democratic and fraternal significance in all ten departments similar to that new spirit of bitter Americanism which many observers felt in Chester's League of Nations.

"Social Salvage" is a phrase which has been applied. A truer summary is this; that Community Service is uncovering rich hidden streams of human power; discovering and coordinating great groups of worthwhile people who have previously been unregarded and unenlisted; organizing into joyous helpful community relationships large numbers of men and women whom their neighbors are surprised but glad to recognize as richly-individual, public-spirited, worthy comrades.

CHARLES F. WELLER

Report of
Meeting on Sanitary Conditions
in
CHESTER
Held Oct. 2, 1918, at 11 A. M.
in the
Board of Trade Rooms,
Cambridge Building
Chester, Pa.

Meeting called by Major Greene,
and Mr. Francis, of the
Ordnance Department.

Mr. Francis being unavoidably absent, Mr. Bernard J. Newman, Sanitary Expert with the War Department ~~and~~ in Ordnance ~~Department~~, was made Chairman. He opened the meeting by saying:

"We work upon conditions which may slow up production through injury ~~of~~ to the health of war workers.--- Mr. Francis two or three weeks ago ~~said~~ forwarded memoranda to our office to the effect that the housing and sanitary conditions in Chester are very bad, - many cases of typhoid, etc., we have made a weeks survey here & find that Chester is worse than any city I have ever seen. That you have not had an epidemic here is only due to ~~the grace of God~~ no effort of your own. The housing conditions are exceedingly bad. ~~Last week~~ Two weeks ago sixty-five men registered (for the draft) from one house of six bed rooms. Another house showed forty-two lodgers in eight bed-rooms. Still another house had 43 dark unventilated cubicles. Every where there is a high per cent of over-crowding. We found ~~in~~ a priori case on every property examined ~~a privy vault~~, in each case full- sometimes over-flowing, cellars flooded garbage uncollected water supply poor. In many places ~~there was~~ no water, tenants ~~ela~~ paying 25 ~~c~~ to ten cents a bucket for water.--- You have no right to go on as you are making inadequate provision for the health of Chester. The Ordnance Dept views with alarm the conditions existing here.

~~"I am going to state frankly our opinion of your local health organizations;~~ ~~The city~~ Moreover, Chester has not made ~~provision~~ adequate appropriations ~~or adequate~~, and ~~you have not~~ enough trained health men to head your dep't. Your for public health not secured

taxes do not allow you to make a large appropriation. You have reached the limit of your borrowing capacity. ~~We as~~ The Ordnance Dept. is ~~are~~ is ~~therefore~~ anxious to know what solution you have for your problem, - and what the state, ~~of~~ the Shipping Board, and the ~~Ordnance~~ Public Health Service can do to help you, - and if nothing , then what the government can do."

Mr. Trainer, Director, Department of Safety of Chester, (Deptartment of Health, Building, etc. under him)-

"Everything the chairman has said is true. The city has in all of its departments insufficient funds. The Depatment of Health particularly has inadequate funds. For years Chester has overlooked the importance of public health ~~conditions~~ matters, --- and now it is utterly impossible for Chester single-handed to cope with conditions as they are. Therefore, we want to impress upon the government that Chester is not able to take care of the great army of people that have been dumped in on us with practically no notice, --- foreigners, negroes, etc. --- ~~shewing little or no concern~~ with little or no concern shown for the wellbeing of these people. What is the good of building houses if the city is quarantined on account of health conditions and the industries therefore have to shut down. We plead guilty; we are not able to cope with the situation; we think that the state and the government should help us."

The chairman suggested a program for a basis of discussion.

"You are short of funds. You have had a problem thrust upon you by present conditions <u>but</u> the biggest part of the problem must have been here long before the Shipping Board and the Ordnance Department came to Chester. Chester should utilize its own resources to the fullest extent. You must utilize your own law before asking any one outside for help. "

I. Force the owners to abate the nuisances. This has not been done. ~~You~~ No prosecutions have been made since August Ist, 1918, according to your health records. The violators of health laws have not been taken into court."

Mr. Trainer says there have been a number of prosecutions but perhaps there ought to have been more. He suggests that the limit of fines be imposed instead of $5.- or $10.- fines, as has been the case. Mr. Trainer says the great difficulty is tofind labor to clean up the garbage , etc.

Mr. Newman spoke of pictures taken last January showing conditions as they were then and stated that the same conditions exist in the same places today. To handle all such nuisances does not require Gov't money, but local law enforcement.

Mr. Newman:- "You have a nuisance law and that can be enforced. Enforce it so frequently that it will be costly to the offender. The owner is responsible before the law. ~~The person who throws the garbage, etc. is responsible but the owner is responsible for condition of the privy vault.~~"

Colonel Lewis -

Says that these conditions (privy vaults overflowing, garbage and ashes thrown promiscuously in yards, etc.) exist in every district in Chester.

Answer to above by two health officers and Mr. Trainer - "Labor can not be obtained to clean toilets, etc. There are 2,000. of these wells in Chester which used to fill up once a year and now fill two or three times. There used to be five people in a house and now there are perhaps as many as thirty. Therefore, it becomes a matter of bringing in men to do this work from outside."

Mr. Trainer says - "Give me the money and I will clean up Chester."

If labor is scarce, excavations are delayed thereby.

Mr. Newman:- " No money can come until you use your own resources, i.e., enforce the law. The owner must not be allowed to stop at any cost. The ~~Board of Trade must~~ Dept of Health should organize a program to get the labor in to do the work.

Colonel Doane, of the Shipping Board:-

"There have been great faults of administration. But Chester is only a village, and the government should come to its rescue somewhat. I have known of the needs here for some time. What you want is a law department that will make your ordinances effective. There is lack of organization and lack of business. Get organization. The growth has come gradually - you have seen it coming. You want the ship yards and the ordnance department here. The government knows that your city is rotten. Something has got to be done. The Shipping Board will give you three or four health officers if they will be allowed to carry the work on, if you will give them the necessary authority. Just as soon as you are willing to co-operate we will give you the officers." Mr. Mellor stated "The State Dept of Health will place an inspector here to help out the local department".

Mr. Newman suggested that means be organized to get common labor in to do the cleaning.

All agreed that it is a proper step to enforce the law providing it is possible to enforce it, and Mr. Newman told the Chester men that they can go ahead and make it possible - that they must go ahead and prosecute and not wait for gov't funds with which to abate nuisances & lien properties, and that they must cooperate in organizing people to do the work. Such abatement The expense for abating the nuisance will be on the owner. ~~The Board of Health and the State Department and Public Health Service~~ The State Dept of Health & the Public Health Service will bear the expenses of the health officers who will come in. ~~Chester will have no expense~~ as was found necessary.

2. Overcrowded conditions.

Mr. Newman:- " We have a war problem. We must produce.

~~Therefore~~, We can not put out all the people now living in overcrowded, unsanitary houses. To do so would slow up production. I will make a few suggestions:-

A. That no attempt be made to depopulate a house until provision has been made to take care of the people elsewhere.

B. Immediately adopt a program to obtain rooms so that when we find a house that is grossly unsanitary, we can say to the people that they must get out, while at the same time we can offer them better accomodations to which to move, and Take only the worse cases first.

Mr. Cady said that the U. S. Homes Registration Service in Chester has rooms now on file in Chester and vicinity which could be offered to relieve some of these overcrowded conditions.

Mr. Trainer disputed this statement claiming that there are no rooms in Chester. (See attached list obtained from the U.. S.H.R.S. Chester branch)

Mr. Molitor, Chief of the Bureau of Housing, Department of Health, State of Pennsylvania said that the Bureau of Housing will put a man in Chester to work full time on the health and housing conditions if he is given the necessary authority and the co-operation of Chester officials.

The details of how the health and housing inspectors are to work was left to Colonel Doane, Mr. Molitor and Mr. Trainer.

Mr. Newman suggested:-

That the U. S. H. R. S. immediately locate as many rooms as can be found to take care of the type of people now living in overcrowded conditions.

That Mr. Eidlitz' Bureau & the U.S. Shipping Board take over certain buildings which were mentioned as possible temporary housing and convert them into dormitories to be used to house only those people now occupying overcrowded quarters.

That Mr. Eidlitz' Bureau & the U.S. Shipping Board put portable houses on vacant lots scattered throughout Chester wherever the lots are wide enough ~~and in that way reduce the fire risk.~~

That the U. S. Housing Corporation come in here immediately. and build houses for Ordnance workers, & the U.S. Shipping Board enlarge its construction program.

That ~~high-class barracks~~ dormitories be built for men of foreign nationalities.

The representative of the U. S. Shipping Board did not agree to the above. The Emergency Fleet has vetoed emergency housing on general principles and because they have already converted every thing that can be used.

It was recommended to the U. S. Housing Corporation and the U. S. Shipping Board that -

because of overcrowding and the unsanitary conditions of Chester it is necessary to take steps to find some means of housing the population of Chester and to relieve the situation which is already menacing the health of war workers;

also to speed up the building of houses for married men - to build as many houses as possible and as fast as possible, and in the meantime to give attention to the above suggestions.

It was recommended to the Ordnance Department -

that temporary additions be made to the Chester Hospital to provide facilities to take care of and to accommodate ~~more cases which are rapidly coming in.~~ The numerous cases that are overcrowding the hospital, forcing the occupancy of the corridors + basements

In the discussion the subject of the immediate crisis caused by the increasing prevalence of so-called Spanish Influenza was brought up and the following resolution offered by Mr. Trainer:-

Whereas, etc., etc., - all theaters, movies, dance halls, pool rooms, saloons, bar-rooms, soda and soft drink fountains, all schools, churches and Sunday schools, all stated meetings of clubs and lodges, all parades, and open air-meetings where the same are not in direct interest of the financing and maintenance of the war, shall be closed, to take effect October 2nd, 1918, at II.45 P. M., until such time as Council sees fit to re-open them.

This resolution ~~was~~ was unanimously adopted referred to the City Council which was holding a meeting in a adjoining room. Within a half hour the resolution was adopted by said body and returned to Mr. Trainer with authority to put it into effect.

For list of those present at the above meeting - see Mr. Trainer's report.

These notes were taken (long-hand) by Mr. Cady during the meeting. for his own use. A copy has been given to Mr. Newman and Mr. Molitor, at their request.

Present:
The entire City Council & the Mayor; the Director of Safety who has charge of Health work, & all the members of his ~~Health Dept~~; Col. Lewis representing the Ordnance; Col Doane of Emergency Fleet & U.S. Public Health Service; Capt Elliott in charge of troops stationed in Chester; representatives

10 copies
1 to Penn

WAR DEPARTMENT
OFFICE OF THE CHIEF OF ORDNANCE
PRODUCTION DIVISION
SEVENTH AND B STREETS NW.
WASHINGTON

Answer should be addressed to "..... Section, Production Division, Seventh and B Sts NW., Washington, D. C."

In replying refer to No.

25 September
1 9 1 8

From: Bernard J. Newman, Sanitary Expert, Safety and Sanitation Branch

To: Captain A. D. Reiley, Chief, Safety & Sanitation Branch

Subject: Insanitary Conditions in Chester, Penna., and the Inactivity of the Chester Health Department.

1. From September 18th to September 24th, in company with H. A. Lewis, Production Engineer of the Philadelphia Office, I investigated the sanitary conditions of Chester, Penna., interviewed officials and others relative to the problems discovered and the best methods to meet them.

2. Interviews were held with the officials of the city, including the Mayor, City Solicitor, Director of Safety, Supervisor of Health, City Bacteriologist, etc; also with the Chief of the Bureau of Housing, State Department of Health, Col. Doane, Director of the Department of Health and Sanitation of the Emergency Fleet Corporation, and others.

3. The problems that stand out most conspicuously have to do with gross insanitation due to the absence of sewers in some instances and, in others, to the failure of property owners to connect their properties with the sewer; to the rapid growth of the city and the failure of building operations to keep pace with the increase in population; to the overcrowding of rooms; to the inadequate provisions made by City Councils to finance the Health Department; to inefficient supervision of garbage removal; to crude methods of sewage disposal contaminating the source of the city's water supply; and to other causes, among which must be included the heterogenous population of many nationalities and stages of ignorance along lines of hygienic or sanitary character. Moreover, there is no program to meet present conditions; there is an inadequate Health Department, manned by men undoubtedly of good character but, in several divisions, deficient in technical training and experience to do efficiently

the work assigned to them. The work of the Department is badly organized and the records are of the crudest character. Law enforcement along sanitary lines is weak.

4. Chester is an old city, founded by William Penn. It had not had a very rapid growth in population prior to 1910; the number of houses built averaged about two hundred up until the War broke out. The 1910 census reports a population of 38,537. Last year the Health Department based its death rate on a population of 80,000. It is variously estimated that the present population is between 80,000 and 100,000, with an additional population of from 20,000 to 30,000 in the territory contiguous to the city line, thus giving to Chester and its suburbs a population that runs between 100,000 and 125,000, or more than double that which existed at the outbreak of the War.

5. Chester is a part of the Philadelphia industrial district. The city is located on the Delaware River and its environs run along the river, taking in the large ship-building plants of the Emergency Fleet Corporation, the Sun Ship-Building Company, etc., as well as the very large Ordnance plants of the Midvale Steel & Ordnance Company and the Eddystone Munitions Company, employing on Ordnance work in the neighborhood of 30,000 persons.

6. The 1910 census credits Chester with 7,769 houses, with a population averaging five persons per house. Since this census there have been built in the City of Chester about 2,860 houses or accommodations, on the basis of the 1910 census, for 14,300 people. Thus the normal housing for the city would be 52,837, but the estimated housing is in the neighborhood of 100,000.

7. In the past decade records of the building inspectors show only three hotels having been erected. These records are rather vague and do not show how many buildings have been converted into lodging houses; there is no way of determining this number.

8. Room overcrowding and the congestion of population in small buildings has reached an extreme point. The Chairman of the local Registry Board stated that one house, containing six bedrooms, had registered 54 men for the last draft. Another house, personally visited, had accommodations for, and was said to house 42 men in eight bedrooms. Another building, converted from a moving picture hall, into a lodging house, had 100 beds in 87 rooms. Eight of these were double beds. Of the 87 rooms, 43 were dark interior cubicals impossible of ventilation. An old garage had been converted into a dormitory and had 105 cots on the first floor, 78 cots on the second floor. One row of buildings, four houses of which were visited, totaled 26 rooms and 54 people. Still

another building, which had served as a dance hall, had been converted into a tenement; a mezzanine floor had been built in, the ceiling of which was less than seven feet from the floor. Entrance to each mezzanine room was via a stairway from the room on the first floor. Each suite housed a family and some also housed boarders. These illustrations are typical of conditions in many parts of Chester. New tenements have been erected with light wells 28" only in width.

9. In all probability the majority of tenements in Chester are old buildings, formerly serving as dwellings, but converted to such new uses. The lodging evil is also associated with the old dwellings. In many instances there are a day and night shift of lodgers. It was commonly reported that there were buildings wherein three shifts of lodgers occupied the beds daily.

10. The Emergency Fleet Corporation has erected a large number of houses in Chester and in Eddystone. The Emergency Fleet has the power to commandeer houses for shipbuilders; they have exercised this power. To date no dwellings have been erected for Ordnance workers. There is a large labor turnover, attributed by the Plant Managers to the inadequate housing accommodations and a very strong feeling among such persons, as well as among the officials of the city, that the turnover will be increased unless immediate relief is obtained.

11. The conditions surrounding the homes of a large part of Chester's population are grossly insanitary. Approximately one thousand houses are not underdrained and many streets are without sewers. Where the houses lack sewer connection the old-fashioned privy vault prevails. In no single instance of the scores of houses visited was the vault found to be in a sanitary condition; no precautions were taken to screen in the compartments, nor was chloride-of-lime or other disinfectant visible. As a matter of fact, every vault was found to be full and many overflowing; some were overflowing into the back alley, passing over the pavement to the first cross street. Others were overflowing into the gutters and draining out into vacant lots. In one case the vault overflowed to a gutter which drained down to a kitchen. In still other instances the compartment itself was found to be in a foul condition, the tenants having dumped their chambers into the compartment. Many houses were found to be without toilet conveniences and in some - especially in Long Bottom's Gut - the dilapitated buildings adjoining similar buildings that were occupied were used as a catch-all for wastes of all sorts.

12. Chester has had ten or eleven cases of typhoid this month, reported to the Health Department. This is a larger number of cases for the month of September than has been reported in any year since 1910, with the exception of the epidemic year of 1913. It is also a larger number than

was reported for any month from 1914 to 1918 inclusive, with the exception of November, 1915. While it is not indicative of an incipient epidemic, yet, considering the insanitation of the properties wherein typhoid patients have resided, the possibilities for a spread of the disease are present.

13. Of the September cases visitedwade to the patients' homes revealed some startling insanitary conditions. Thus, several houses were not underdrained, the privy vaults were full and several lodgers were housed in the buildings. One building in particular, which consisted of six rooms, was in a dilapidated condition, the drain was obstructed, garbage was piled in the yards, the privy vault was full; two families offupied the six rooms and three boarders. In the room where the typhoid patient had been, four persons slept. A shed obstructed the light from the kitchen, making it practically a dark, interior room. In this room the house-wives baked pies for public sale; 58 were scattered about the room at the time of visit. Flies were numerous.

14. Chester homes are supplied with drinking water by a private company. The water system is metered. In many houses the supply had been cut off; the tenants purchased water from their neighbors at prices varying from five to twenty-five cents a bucket. One tenant announced that she had not purchased any the previous day because she had caught all she needed in a tub from the roof. This house was adjacent to Banana Alley. The tenant complained that her landlord had cut off the water supply because she had objected to a water leak which flooded her cellar.

15. Numerous other nuisances were found, such as dilapidated buildings, open to the weather, cellars flooded - sometimes through seepage from underground springs; at other times through leaks from the drainage system - . Garbage was stacked in back yards and on open lots. At Edwards Hall seven barrels, filled presumably with rubbish and garbage, were stacked against the rear porch. Garbage was also stacked around the barrels, while nearby were two boxes and one basket also filled with garbage and rubbish. On some properties the water supply for toilets had been cut off and the toilets were out of use or still in use and in a grossly nuisance condition.

16. These conditions are typical of the nuisance state of numerous areas in Chester. In the "Survey" of June first, 1918, there is an article describing Chester conditions which contains several tables and numerous illustrations, illustrative of the insanitation of Chester in the winter of 1917-1918.

17. Chester is supplied with water by a private cor-

poration. The intake is in the Deleware River, at a p[illegible] near the outlet of the Chester River. If the wind and t[illegible] are from the right direction the water thus pumped to the sedimentation basins contains a large sewage content. Here the coagulate is used; the water flows from the first sedimentation basin to the second and thence to filter beds. After filtration chlorine gas is used. The capacity of these beds is 7.5 m.g.d. At times, it is said, the beds were so heavily worked that they required four washings daily. The bacterial count on a number of occasions has run up to 150 to 200 per c.c. The gas readings have been positive also on many occasions.

18. Chester has not taken an interest in her health problems. Her first appropriation for health work, in January, totaled $600.00. Since then $3500.00 has been appropriated. This is in addition to salaries for a City Bacteriologist, at $2000.00 a year; a Supervisor of the Department of Health, $900.00 a year; a Health Officer, $1000 a year and a Fumigating Officer at $956.00 a year. Out of the $4100.00 appropriation, salaries are paid for an Assistant Health Officer, at $20.00 per week and a Clerk at $10.00 a week, leaving only $2540.00 for supplies and nuisance abatement work. The city officials state that they are "too poor" to appropriate adequate funds for health work. Chester's total income from all sources for the year 1917-1918 amounted to $414,951. They have reached the limit of their borrowing capacity. There is some question as to the legality of the last appropriation for health work, amounting to $3000.00 in that it was secured by a transfer of funds which had been appropriated for other purposes. There is a revision of the assessment list and it is expected that the assessed valuation for Chester property will jump from twenty odd millions now, to about fifty millions for 1919. This will enable them to make a reduction in the tax rate, but an increased income for the city, out of which it may be possible to secure more funds for health work; however, there are no funds available in the City Treasury for increased appropriation to the Health Department at this time.

19. The personnel of the Department is as previously stated, with the addition of Mr. Trainer, who is Director of Safety and under whom the various health officers work. The City Bacteriologist, Dr. Gray, gives all of his time to his office. He has charge of bacteriological examinations of the city water and also of the examination of cultures submitted to him by the physicians who have charge of patients suffering from communicable diseases. So far as could be ascertained, the city does not require bacteriological or other tests of milk.

20. The Supervisor of Health, Dr. Donohoe, gives part time to his work. Apparently he has no stated office

hours and does not appear at the Health Department save at irregular times. Health Officer James McIntyre, prior to his employment, about August first, worked in a textile mill. The Assistant Health Officer, Mr. Ward, prior to his appointment, about six months or so ago, was a printer. Mr. McIntyre stated that he did not believe that his office called for full time service; that after he had started the work of his office in the morning, his time was his own to do with as he pleased. It is alleged(and on this point we can only indicate the uncertain character of the information) that the Assistant Health Officer is continuing his printing business. The Fumigating Officer gives full time, as also the Plumbing Inspector, although on the various occasions when the Health Office was visited all officials seemed to be in and about the premises. The Assistant Health Officer does not report the properties which he visits, nor the work which he does, to the Health Officer. The records of the office are memos in notebooks kept by each official; there is no card catalog system and no follow-up system for the abatement of nuisances or for further-mance of law enforcement. The Health Officer stated that he had not made any prosecutions for violation of his orders since he took office, about August first, nor did he find any record of prosecutions being conducted or having been conducted by his predecessor. There seemed to be considerable scepticism as to the willingness of the city magistrates to enforce penalties. Certain cases, prosecuted by the State Department, where the culprits were found guilty, were dismissed without fines and the guilty parties subjected only to a reprimand on the part of the Presiding Justice.

21. The attention of the State Department of Health was called to the insanitary conditions of Chester, by Mr. Trainer, Superintendent of Public Safety, and their co-operation sought. It is a matter of record that the State Department refused to appoint as Registrar of Statistics for the Chester District the man recommended by the Superintendent of Public Safety, in whose office such Registrar would have to work. Without consulting the Superintendent of Public Safety, it is alleged that the State Department, through the Chief of the Bureau of Housing, requested Chester City Councils to turn over the health work of the city to the State Department. The City Councils, by vote of three to two, declined, the two voting in favor of the transfer being the Mayor and the Superintendent of Public Safety.

22. So far as can be ascertained, the State Department feels that it cannot go in and direct health activities in the city without the consent of the City authorities. The State Department, it is alleged, feels that it would be of doubtful wisdom for it to assume the authority which it has under the general act on public health of the state, and enter into Chester to abate nuisances and conduct other health work irrespective of the wishes of the local officials, in that it is alleged the full responsibility for health work would be

thrust upon the State.

23. It will be seen from the foregoing that Chester is overcrowded; the lodging evil is highly accentuated; insanitation is gross; special areas are foul beyond description; the local authorities have not made adequate provisions to meet the problems thrust upon them, they lack, save in one or two instances, men with sufficient technical education and experience to direct health affairs; there is a bad political condition, poor co-operation between local and state health authorities; no housing construction work as yet begun by the U. S. Housing Corporation and no program of any character to forestall the outbreak of an epidemic. Moreover, Chester has two hospitals: one, the Crozier Hospital, has normal accommodations for fifty persons. Under a great emergency it can care for one hundred persons. It is homeopathic, the buildings are well planned and the equipment is good; the location is excellent and there is plenty of room around the hospital for additional buildings. No contagious cases are taken at this hospital. The Chester Hospital has 150 beds, including beds for children; excluding the latter, there are about fifty beds. This hospital is at present very much overcrowded; patients are cared for in the corridors, one ward is in the basement in a room, the ceiling of which is but two feet above the level of the ground. The contagious building has two rooms, with accommodations for four patients; six might be crowded in. This hospital cannot care for convalescents. At present there are typhoid patients in the medical ward. There is no space for pneumonia cases. The laboratory is in the basement; there is no waiting room for visitors. The hospital is very much overcrowded; an addition is now being built, but this will not add materially to the bed accommodation. There is about the hospital ample room for additional buildings.

24. Chester had, at the outbreak of the War, about 60 physicians. It is now stated that the number has dropped to 40; meanwhile the population has more than doubled.

25. It will thus beseen that Chester is neither equipped at the present time to reduce the menace to public health, nor to care for victims of an epidemic or of any large explosion which might occur in the munition plants.

Bernard J. Newman,
Sanitary Expert.

RECOMMENDATIONS

1. It is recommended that a conference be called of representatives of the Local Health Board, The State Department of Health, the United States Public Health Service, the Emergency Fleet Corporation, the Production Division and the United States Housing Corporation to meet in Chester under the auspices of the Production Division and Chester Department of Health, to consider the situation and formulate a program to meet it.

2. This program should take into consideration:

   A - The importance of increased hospital facilities
   B - Better co-ordination and a more efficient system of record in the Health Office, under the direction of a leader trained and experienced in Public Health work
   C - The conduct of nuisance abatement so as not to interfere with production in the plants and shipyards. - This would entail the erection of dormitories, dwellings and the conversion of vacant buildings so as to care for individuals and families evicted from overcrowded quarters. Such evictions should not be made until adequate rooming facilities are obtained for the war workers.

3. The establishment of cafeterias and other dining places.

4. The assignment of additional inspectors and the appropriation of adequate funds, not only to conduct nuisance abatement, but to establish a food inspection service and frequent removal of garbage; also a public health publicity campaign and like provisions along lines on which a properly organized health department would function.

5. The dissemination of information and the insistence on a program by the City of Chester for the sewerage of all built up streets. It is probable that with the increased assessment now contemplated, Chester's borrowing capacity will be doubled. A large percentage of this additional borrowing capacity should be utilized by Chester for loans to build houses. The conference should develop a program that would be broad enough to meet war conditions and eliminate the present grave risks to the production of Ordnance and ships for the Army and Navy.

Bernard J. Newman,
Sanitary Expert.

WAR DEPARTMENT
COMMISSION ON TRAINING CAMP ACTIVITIES
WASHINGTON

Section on Women and Girls
LAW ENFORCEMENT DIVISION

Sept. 5th, 1918.

Bureau of Industrial Housing & Transportation
Sep 10
REFERRED TO
Mr.
Mr.
Mr.
Mr.
Mr.
Also Wrote
No. Ans. | File
Int.

Dr. James Ford, Manager
U. S. Homes Registration Service,
U. S. Housing Corporation,
Washington, D. C.

Dear Doctor Ford:-

Miss Williams representing the Room Registry of the War Work Council of the Y.W.C.A. and Mr. Cady called me for a conference with them on the housing situation in Chester.

Some drastic measures must be taken to solve the housing problem in Chester. Right in the heart of the industrial and business sections at the terminals of the transportation lines,near the railroads, shipyard docks and trolleys is the district known as Bethel Court, comprising approximately 500 houses. These houses are owned by representative citizens of Chester, who are renting them at exorbitant rentals, making 20% on their money. The resort has for years been a menace to Chester. Gambling, drinking, dope peddling, etc. The women are mostly negroes but the men are from all races and walks of life. This district is protected by the Police Department. The boss of the district is a man named Bass who completely controls every department of the City, the Councilmen, Chief of Police, District Attorney and the Mayor (statements verified by ex-Mayor William J. Ward, Jr., Law Building, Chester). You will find policement from the Chief of Police down nightly in these houses.

We have in Chester about 200 soldiers in barracks, protecting the ship plants. These boys are tempted into the red light district and are found drunk on the streets of Chester. Colored prostitutes nightly walk Market Street solicitating under the very noses of the police. Bethel Court is notorious and consequently we are now getting the tenderloin element from cities where the red light districts have been eliminated. Vice and crime are rampant; there is no clinic and no provision to control disease or vice. Consequently venereal diseases are wide spread, not only the soldiers but the civilians are involved.

Under these social and moral conditions it is impossible to get satisfactory results for the housing of war workers. Clear Bethel Court off the map and then you can do something.

(1) The Housing Section of the War Department has, I believe, the power to commandeer. Let them take over Bethel Court. The houses are in good condition and could be used to house working men and their families under control of Government agents to run the houses.

WAR DEPARTMENT
COMMISSION ON TRAINING CAMP ACTIVITIES
WASHINGTON

LAW ENFORCEMENT DIVISION

(2) What will become of the prostitute? Again referred to the Law Enforcement Division of the War Department (Detention House, Mrs. Martha C. Falconer). Suitable quarters under Government control to be built for the care of these women, venereal clinic attached under the direction of Federal Medical officials, the women who are able to work to be used as street sweepers, or in any other capacity where labor is needed under a supervisor and to receive a nominal wage.

Such a movement will be supported by the leading citizens of Chester. If Bethel Court cannot be wiped out by this means, we will turn Chester over to the Federal Authorities under the direction of Colonel Hatch of the Vice Squad Section of the War and Navy Departments, 130 South 15th Street, Philadelphia, who will close Chester immediately. This section (Bethel Court) will be included in this vice crusade. The women will be on the streets, the houses of necessity left vacant, will be shuned by respectable individuals seeking homes because of the past reputation of the district. On the other hand, if taken by the Government as suggested, housing approximately 3000 workers, and directed by Government Agents, the stigma removed by change of name - the housing problem will be materially helped. The whole moral atmosphere of the City would be cleansed.

Yours very truly,

Mary D. Oldyke - (Mrs)

Post Fixed Worker, Law Enforcement Div.,
War Department, Section on Women & Girls
Chester, Pa.

Chicago Ill.

SALES PLAN.

The whole title to all property acquired will remain in the corporation until such time as the contract has been paid in full. It is fair to assume that a greater borrowing value is present because of the stability of the corporation, and its unselfish service plan.

Lots should be of sufficient size to provide front lawn and garden in rear. Light and air in abundance are requisite.

Local people will be encouraged to build following the accepted corporation plan.

NOTE: This plan is submitted for your consideration. It is not intended to be conclusive, nor all inclusive. It, however, has been widely approved by engineers, architects, bankers, business men and students of the housing problem.

AUG 25
Ford

THE CHICAGO ASSOCIATION OF COMMERCE AND CHICAGO REAL ESTATE BOARD HOUSING PLAN FOR THE NEGRO POPULATION OF CHICAGO.

It has become apparent to the Directors of the Chicago Association of Commerce and the Chicago Real Estate Board that a means must be provided to care for housing the Negro population of Chicago, both those that are already here and those who will come here in the future.

These directors have conceived the formation of a housing corporation. This plan has been submitted to Mr. L. J. Jamme of the Association of Commerce and Mr. I. O. Ackley, President of the Chicago Real Estate Board, and they have pronounced it to be sound and efficient.

The task on the face of it seems to be a tremendous one and yet an analysis of the situation reveals that it is easy of surmounting.

The plan to be herewith submitted to you has been designed to be elastic and in its present form provides for several years' work.

A survey of the Negro district shows no unoccupied space, much overcrowding, bad housing as to upkeep and sanitation, with many outside toilets and unclean yards, at high rentals for accomadations provided, and few Negro property owners.

For this purpose therefore a housing corporation is suggested.

The directors of the aforesaid organization recommend:

1. That a Real Estate Improvement Corporation be organized, having for its stated object, the purpose expressly authorized by statute for such corporations, viz: the purpose

of owning land, erecting residences thereon, and selling or leasing such land or residences, which land so owned shall be situated in Cook County, Illinois. The specific aims will be,

A. To provide substantial and attractive homes for the Negro, upon such terms as will enable him to live comfortably at moderate cost;

B. To create a means by which established industrial concerns can be aided in increasing their forces, in that housing accomodations will be provided for such increase;

C. To encourage and foster land and building improvements of such character that will cause rapid and substantial growth of homes for the Negro worker.

2. That the name of the corporation shall be the "CHICAGO REAL ESTATE IMPROVEMENT CORPORATION"

3. That the authorized capitalization shall be $1,500,000.00, divided into 15,000 shares of One Hundred Dollars each. Subscriptions (except those made prior to the completion of organization) shall not be binding until bona fide subscriptions shall be made in the aggregate of at least 50% of the authorized capital, and shall be payable as follows: 20% upon organization and call of the Treasurer; 40% upon order of the Board of Directors, but at least 30 days later than date required for first payment; 40% upon order of the Board of Directors, but at least 60 days later than date required for first payment.

4. That the company shall be organized with the expectancy that it shall earn a net profit of at least eight per cent, but the main object is to rebuild the Negro district with sanitary, wholesome homes for the Negro worker, to make him a better citizen and give him a responsibility in the city in which he lives, encouraging the use of the back yard for garden produce and to thereby keep him occupied after his

working hours, making his home more attractive than the possibly questionable places of amusement now available.

5. That the Corporation shall be empowered by act of the Board of Directors at its discretion to create obligations in the form of mortgages, bonds, notes, endorsements, or other evidences of indebtedness.

6. That the Presidents of the Chicago Association of Commerce and The Chicago Real Estate Board appoint a committee of three from each organization to prepare and file Articles of Incorporation and to prepare and recommend a set of By-Laws.

7. That Chas. R. Bixby, who has been employed to promote and assist in forming this organization, be empowered by the Chicago Association of Commerce and the Chicago Real Estate Board to solicit subscriptions of stock under the endorsement of the Chicago Association of Commerce and the Chicago Real Estate Board.

8. That after the corporation is organized, an architect be employed for the following purposes:

(1) To prepare artistic and practical plans for the improvement of properties purchased and for houses to be built;

(2) To estimate costs, if needed;

(3) To help mobilize local interests and resources; in other words, to ascertain what to do, how to do it, and what the cost will be.

9. That the expense preliminary to completion of organization shall be paid by the Chicago Association of Commerce and the Chicago Real Estate Board jointly, with the understanding that the Chicago Association of Commerce and the Chicago Real Estate Board will be reimbursed by the corporation when organized.

FOLLOW UP PLAN.

To create public sentiment through direct contact with established business concerns, who in turn will act as public sentiment agencies, through well written, censored published articles; through an appraisement committee to bring directly to the attention of land owners in this district the civic obligation of selling their holdings at a price considered fair, which will permit the erection of buildings, and the improvement of buildings thereon, at a price within the reach of the low waged, as well as the higher paid Negro, according to location.

Frankly to present the facts in the case, to establish working agencies that they in turn through contact may bring an understanding to owners of real estate of their duty to sell their holdings at a fair and equitable price.

In short, to bring to bear every legitimate pressure to meet the emergency, by presenting to the City Council and the public the fact that the development will be almost wholly paid by those who will purchase homes, and to business men in retail lines the fact that the home ownership by this race and the greater population will more than compensate the retail Negro Merchant in trade for his interest and co-operation.

By the above means, we are confident that it will bring about the desired results. The organization has the public confidence, exists and is prepared and ready to act.

In addition, this message will be carried to Negro Clubs of Churches and other organizations.

July 10, 1919.

MINUTES - JOINT COMMITTEE ON HOUSING OF COLORED PEOPLE.

PRESENT: Henry K. Holsman, President, American Institute of Architects: R. D. Lee, Association of Commerce; Harold F. White, City Club of Chicago; A. L. Jackson, Wabash Avenue, Y.M.C.A.; P. L. Seman, Chicago Council Social Agencies; W. C. Graves, Chicago Urban League; George R. Hall, Chicago Urban League; R. C. Russell, Cook County Real Estate Board; Harry E. Kelly, Union League Club; Charles R. Bixby, Bureau of Industrail Housing and Transportation, U. S. Department of Labor; Joseph K. Brittain, Chicago Real Estate Board, P. W. Jones, Chicago Real Estate Board; W. R. Bryant, Pastor South Park M.E. Church; J.H. Branham, Olivet Baptist Church; W. H. Terrell, (Real Estate); Judge Edward O. Brown, National Association for the Advancement of Colored People; Dr. A. J. Carey, representing A. M. E. Churches; D. L. Akers, City Club of Chicago; Mark Levy, President, Cook County Real Estate Board; H. E. Ellerd, Armour & Company, H. H. Grigg, Morris & Company; Emerson D. Bradshaw, Stock Yards Community Clearing House; A. B. Drummond, Wilson & Company, J. P. Stafford, Swift & Company, also present Mr. M. S. Hunter, Hunter Banking Company.

This Committee was called together pursuant to a resolution adopted at a public meeting at the Morningstar Baptist Church Friday evening, June 23rd, 1919. This resolution requested the Chicago Urban League and the City Club of Chicago to take the preliminary steps necessary to the organization of a joint committee, of both races, representing various accredited organizations and interests concerned with the problem of housing colored people. To consider and formulate so far as possible, a constructive solution of this problem.

Mr. Akers, Acting Civic Secretary of the City Club, submitted a list of the organizations invited by the Urban League and the City Club to be represented in this joint committee and the names of the representatives designated by each of the organizations which had responded to this invitation Copy of this list is attached hereto.

On motion by Mr. Jackson, duly seconded, Judge Edward Osgood Brown was elected temporary chairman of the committee. D. L. Akers was elected temporary secretary.

The temporary chairman first called upon Mr. T. Arnold Hill, of the Chicago Urban League, to review the steps which have already been taken to meet the situation respecting housing of colored people. Mr. Hill said that, in his opinion, there is no further need of investigation into conditions and that what is needed now is the formulation of a plan which will make possible the actual provision of increased housing accommodations. The specific problems which ought to be considered by the committee, he said are:

(1) Whether new housing developments for colored people should be located in city or suburbs.

(2) Whether new houses or apartments should be built or existing houses remodelled.

(3) What organization and methods are most practicable for the financing of new housing enterprises.

The Chairman next called upon Mr. C. R. Bixby, representing the Bureau of Industrial Housing and Transportation of the U. S. Department of Labor. Mr. Bixby discussed the very pressing need of more housing accommodations for colored people and outlined a plan for financing a limited dividend housing enterprise.

Mr. W. C. Graves spoke briefly of some of the plans which had been considered by Mr. Julius Rosenwald.

The chairman called for suggestions as to the steps to be taken to form a permanent organization of the Committee. Mr. Harold F. White suggested that the two principal divisions of the problem which the Committee ought to consider are - 1st, the problem of finance; 2nd, the problem of the type of housing development which should be promoted. He suggested that two sub-committees should be appointed for the consideration of these two problems.

On motion by Mr. Kelly, which was duly seconded, the Chairman was instructed to appoint a Committee on permanent organization, of a size to be determined by him, to recommend at the next meeting of the Committee a scheme of organization with nominations for the respective offices to be filled.

On motion by Mr. Holsman, which was duly seconded, it was voted that, when the committee adjourns, it should adjourn to meet again at the City Club on Thursday, July 17, at luncheon, 12:30 P.M.

Upon motion duly made and seconded the Committee adjourned,

Temporary Secretary.

D. L. AKERS.

From Chas R. Bixby
To James Ford
Subject Chicago Ill Colored housing

June 18-19

Ford.

Met Mr Hunter at L. M. Institute office relative to the shortage of housing for colored people.

I have arranged for a joint meeting of whites & colored - to see what can be done to build houses in colored district. I have the assurance from whites that they will buy as much stock in a corporation as the colored people will buy and have the assurance from the mortgage people that if the colored will stay in one district that they will loan money on their property - this meeting will probably be called next Friday night -

I believe I have the solution to the colored problem and will have some fifty people at this meeting who are interested in Negro problem.

I am to meet three of them today to work out details of meeting

Thursday - June 19 - I go to Hoopeston Ill -

Yours
Chas R Bixby

From Chas R. Bixby
To James Ford
Subject Chicago Ill (Colored)

June 20th 1919

Industrial Relations
JUN 20 1919

Ford

Meeting held at 8 P.M at Morning Star A.M. Baptist Church at which there was ~~present~~ some three hundred colored and white people

Also White
No. Am.
Index

There was represented the Urban League for Better Housing (Colored) and many prominent Colored Men – White organizations represented City Club of Chicago – Chicago Women's Club, Chicago Real Estate Board, Cook County Real Estate Board and Association of Com

After much talk a resolution was passed that the City Club should interview the prominent white organizations and get them to appoint Committees to meet with similar Committees obtained through the Urban League of Colored organizations to adopt some plan to better housing Conditions – I did not talk on Home's Registration Service but on Home Bldg and how financed, the only one who was as bitterly in this was a Colored Real Estate Man whom I know is not

just as fair with his own people as he might be and he knew that I knew him of old as a trouble maker — and he was called down by two or three of his own people for remarks made by him —

I am very glad that Mr Schaub notifies me to take this matter up instead of Mr McCracken as I was able to get the White people to agree to take as much stock in a corporation or syndicate as the colored people and to co operate with each other — I also got the city people to agree to loan them money on their properties which they have never been willing to do —

Chas R Buxby

June 21st 19

Dear Doctor

Just received your wires one that you would meet me in Atlantic City the other regarding colored housing in Chicago — Your telegram came a day to late as I have already had a meeting with very satisfactory results and I believe much better than any colored man could have done because I have the financial support of white people to help them —

I hope no harm has been done I did not know of any colored advisory board —

I called on Mr Washington but found he was out of town — and different colored people informed me that the matter of corporation a syndicate had not been taken up here

Yours

Thos R Bayley

From Chas R Bixby
to James Ford
Subject Chicago Ill

June 17-18-19-

JUN 21 19
Ford.
Mr.
Mr.
Also
Index

Met Mr Hunter at L M Smith's office and outlined a plan with them for taking care of the Colored housing in this City - which they both thought was very good and would fit the bill - I saw some of the mortgage men and arranged with them that if houses were constructed for these people within a prescribed district that they would loan them money - something which they have not done heretofore -

Evening June 17 - went to a meeting of Chgo R E Board had a committee appointed from mortgage Div and from Renting Div - to attend a meeting of white & Colored people to be held Friday night at the Morning Star Baptist Church -

June 18 - saw L M Smith & McHunter arranged for meeting place of public meeting of White & Colored to organize for a corporation to finance & build houses and reconstruct older houses -

Letter as per enclosed sent to colored leaders and white men interested in problem - Julius Rosenwald - J Ogden Armour etc

Meeting will be held at 8 P.M Friday June 20

Yours
Chas R Bixby

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
613 G STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

June 18, 1919

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

Dr. S. W. Smith,
4666 S. State St.,
Chicago, Illinois.

Dear Sir:

There will be a meeting at 8:00 P. M. Friday June 20th., at Morning Star Baptist Church-38th and Vincennes Ave., for the purpose of devising ways and means for improving the housing condition for Colored people in Chicago. This is of the utmost importance to the Citizens of Chicago, and should be attended by all persons of both races interested in the development and welfare of your city and its people.

The colored families of Chicago are not properly housed and provision should be taken at once to improve this condition.

We would ask that you take a personal interest in this movement and that you be present at such meeting, if you find it impossible, be sure and send a representive, the matter must have attention, it is a public and important subject.

Yours very truly,
U. S. Homes Registration Service.
By
Chief Field Agent Middle Central West.

June 19th, 1918.

Mrs. Minne Galloway, Manager,
Homes Registration Service,
Olivet Baptist Church,
31st St. & South Park Avenue,
Chicago, Illinois.

My dear Mrs. Galloway:

We are glad indeed to receive your first weekly report, even though it shows but just a beginning. We are interested also in the Herald which you were good enough to send us.

It is Mr. McCracken's intention, I believe, to stop over in Chicago for a short time on his return trip to Washington, which will occur very shortly.

I am sending you, under separate cover, several report blanks and a small supply of envelopes which you can use until such a time as your own will be available.

Very truly yours,

UNITED STATES HOUSING CORPORATION

JAMES FORD

Manager, Homes Registration
and Information Division.

By

Chief, Section Homes
Registration Service.

KLS/MMS.

June 17th, 1919.

Mr. F. B. Washington,
State Supervisor of Negro Economics,
116 N. Dearborn Street,
Chicago, Illinois.

My dear Mr. Washington:

Mr. McCracken has forwared to us your communication to him of June 10th relating to the use if the franking privilege by Mrs. Galloway, Manager of the Committee on U. S. Homes Registration Service with which you are so kindly cooperating.

This communication brings to my attention the fact that you have not as yet received the necessary letter of appointment as Chairman of the Chicago Committee. I am, therefore, herewith enclosing such a letter, signed by the President of the Corporation.

We appreciate deeply the interest you are manifesting in the work of the U. S. Home Registration Service and we hope that this organization may do much toward meeting the very serious housing needs of the colored population of Chicago.

It is my understanding that the office of which Mrs. Galloway is in charge is under the supervision of the Committee which, in part or in whole, is identical with the negro workers advisory committee. This being the case Mrs. Galloway is entitled to the use of the franking privilege atleast until the end of the demobilization period. What the developments will be subsequent to that time, it is impossible to say with definiteness.

I enclose herewith a suggested superscription for your stationery. The cost for printing the necessary envelopes and letter-heads is invariable borne by the local Committee.

For the information of Mrs. Galloway and Mr. McCracken we are sending them copies of this letter to you.

Yours very truly,

UNITED STATES HOUSING CORPORATION
JAMES FORD,
Manager, Homes Registration
and Information Division.
By Chief, Section of Homes
Registration Section.

June 10, 1919.

Mrs. Louise Osborne Lowe,
Commissioner Department of Public Welfare,
Chicago, Ill.

My dear Mrs. Lowe:

Our Field Agent, Mr. Fred D. McCracken, requests me to inform you whether the regulations of this office would make it possible for you to operate in your city under the name, "City of Chicago Cooperating with the U. S. Homes Registration Service". While this is something of a departure from precedent, we have no objection to the proposal and will cheerfully bdo everything in our power to aid the work. It appears, however, that you would be unable to avail yourself of one of the priveleges enjoyed by a regularly constituted U. S. Homes Registration Service - namely, you would be unable to use the frank.

I earnestly hope that your efforts to organize in Chicago a work of the sort that has proven so helpful elsewhere will meet with success.

Very truly yours,

UNITED STATES HOUSING CORPORATION

JAMES FORD

Manager, Homes Registration
and Information Division.

By:

Chief, Section of Homes
Registration Service.

ELS/KB

Chicago Negro Rep.

Olivet Baptist Church

31st Street and South Park Avenue
27th and Dearborn Streets
Chicago, Illinois

Pastors

Rev. L. K. Williams, D. D.
3142 South Park Avenue

Rev. J. H. Branham
First Assistant

Rev. James H. McClure and Rev G. R. Wilson
Assistants

DEACON BOARD

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W. S. POINTER, Treasurer
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Principal Kindergarten
MISS C. M. McNORTEN
First Assistant Principal
MRS. ALLIE TAYLOR
Second Assistant
MRS. B. K. JACKSON
Assistant
MRS. M. GALLOWAY
Superintendent Free Labor Agency
MISS S. MATTIE FISHER
and MRS. J. C. MAPP
General Church Missionaries
MRS. HULDA LEWIS
Financial Agent for Social Service Activities
MRS. J. B. SCOTT, Editress, Herald

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Ford

Where the Branch Office, or office fmx where I have established the Homezs Registration Service for Colored.

FREOD McCracken,
Field Agt., U.S.H.R.S.

The Largest Baptist Church in the World—Membership 7,468
A Church of the Masses—"The Common People Heard Him"—
AT WORK AMONG MEN —ACCEPTS UNCONDITIONALLY THE LORDSHIP OF CHRIST
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MAY 21 1919

To: Dr. James [illegible], Mgr. Homes Registration-Information Div.,
U. S. Housing Corporation, Dept. of Labor, Washington, D. C.
(Attention Dr. E. L. Schaub.)

Ford

From: Fred D. McCracken, Field Agent, U. S. H. R. S.

Subject: Establishment U. S. Homes Registration Service, Chicago, Ill.

I have just come from a conference with Miss Louise Osborne Rowe, Commissioner, Department of ~~Welfare~~ Public Welfare, City of Chicago, who is greatly interested in U. S. Homes Registration Service. She fully appreciates the great need of the service for Chicago. At the present time she would not be able to establish the service because of the lack of funds. However, she will include the item in her budget she is preparing to submit to the City Council ~~for~~ available the first of July next. It will be necessary for you to submit the proposition to her in writing, covering the important and essential points as to the value and ~~nee~~ great need for Homes Registration Service, especially as to ~~relieving~~ ~~rendering~~ affording relief to critical housing situation; also submit or include in statement number of employees necessary for service as well as ~~nest~~ salaries to be paid. Cleveland has manager of office and three or four canvassers-Inspectors and one of the number is Colored. So include one Negro Inspector or Canvasser in statement.

The statement must be concise and brief. Mr. Edwards prepared just such a statement for the Youngstown people. I have wired him today to send copy to you so that you will know the kind of letter or statement needed. It should to be addressed as follows: Miss Louise Osborne Rowe, Commissioner, Department of Public Welfare, City Hall Square, Chicago, Ill. Would suggest that you send same to me and I will hand it to her in person. It is very important that this be done without delay as she is now or has already prepared her budget and will await the arrival of this statement. She states that if Secretary of Labor Wilson could sign the letter with Dr. Ford it would be of great assistance to her.

I do not believe I will have much difficulty in establishing the Negro Service. However, I may not be able to get it in the location desired by me but it will answer the purpose until the city establish service. I will know definitely as to the situation tomorrow, May 20th.

It is important that the letter to Miss Rowe be sent as soon as possible and that the statement be concise, brief and yet covering all valuable points as to necessity of service.

Dated at Chicago, Ill., May 19, 1919. Fred D. McCracken

Field Agent, U.S.H.R.S.

8 5/19

To:Dr. E. L. Schaub, Asst. Mgr. U.S.H.R.S.,

From Fred D. McCracken, Field Agent, U.S.H.R S.,

Dated at 116 N. Dearborn, c/o F.B.Washington, Chicago, Ill.

May 16th, .1919.

Subject:Delay as to mail.

There must be some error as to my address in Chicago as I have not received any reports, memorandums or circulars since my arrival in Chicago. I also informed you while at Youngstown that the buttons you sent had not been received. Two or three of my letters received at Youngstown had the wrong address.

Chicago situation:

10 copies

I am working every angle as to the establishment of the system among the Negroes here in this city. All see the need of the service but are not anxious to do any more volunteer work. Most of the organizations here, especially the Urban League and Y.M.C.A., have room registry and not anxious to give up or co-operate to any great extent. Have been making effort to confer with the Exec. Secy. Y.W.C.A., with view of having central Y.W.C.A., detail one of their Colored Secretaries to manage office.

Next stop will be in St. Paul, Minn.

Respectfully submitted.

Fred D McCracken

Field Agt., U.S.H.R.S.

FROM: Fred D. McCracken, DATE: May 16, 1919.

TO: Dr. James Ford.

SUBJECT: C h i c a g o, I l l.

Conferences and visit to newspaper offices. Beginning organization for canvass. Experiencing some opposition on part of some of the welfare clubs. Unable to confer with Executive Secretary of the Y. W. C. A. May get opportunity tomorrow. Difficulty will be to obtain proper type of person who will act as manager without pay. Hope to be able to get manager paid by some organization.

Visited Mr. Terrell of Anderson & Terrell, Real Estate Dealers, and also organizer of Building-Loan Assn. Will send data later relative to same; called on Editorial Editor of Chicago Searchlight who strongly favor Homes Registration; conferred with Colored Superintendent of branch of U. S. Employment Service who is assisting in getting canvassers.

I am working every angle as to the establishment of the system among the negroes here in this city. All see the need of the service but are not anxious to do ~~mx~~ any more volunteer work. Most of the organizations here, especially the Urban League and Y.M.C.A., have room registry and not anxious to give up or cooperate to any great extent, Have been making effort to confer with the Executive Secretary, Y.W.C.A. with view of having central Y.W.C.A., detail one of their colored Secretaries to manage office.

(SGD) FRED D. McCRACKEN

10 copies

To: Dr. James Ford, Mgr., Homes Registration-Information Div., U.S.H., Dept. of Labor, Washington, D. C.

From Fred D. McCracken, Field Agent, Homes Registration Service. Ford
Subject: Establishing Homes Registration Service, Negro Branch.

After conferences with officials in charge of the Colored Y. M. C. A., Y. W. C. A., Phylis Weatley Home, Urban League and citizens, I found that it was not possible to establish the office in connection with any of these organizations. They all stated that they fully realized the necessity for the service and the great value in it, but on account of the fact that their assistants were already doing more work than they could handle in carrying out their respective programs, they could not undertake service. However, each agreed that their organization would be very glad to co-operate and assist in every way possible any agency that would install the service.

After carefully considering various agencies engaged in welfare work in Chicago and after a conference at length with Mr. Forrester B. Washington, Supervisor of Negro Economics of the U. S. Dept. of Labor, for the State of Illinois, ~~it was agreed by~~ we decided that the Olivet Baptist Church Welfare Dept., 31st and South Park Ave., would be the most logical agency to be responsible for the service.

The Olivet Baptist Church is one of the largest Negro churches in Chicago as to membership. The organization has two churches, and also compelled to have over-flow meetings. It maintains a well organized welfare department with a paid staff and in addition a volunteer corps; it has paid canvassers in the field daily; they are trained women with practical experience in making out schedules and doing survey work; the church is particularly interested in the welfare of the new-comer, the type of people who need our service.
After conferences with the Pastor of the Church, Board of Deacons, the Manager in charge of the welfare work and with their canvassers, they consented to the establishment of the office in their welfare department and to be responsible for the service. ~~Additional assistance will~~
I have been assured by the Pastor, Dr. Williams, that his Church would render the best service possible and be a credit to the U. S. Department of Labor.
Conclusions: The office of the U.S.Homes Registration Service for Colored in Chicago, at Olivet Baptist Church, 31st Street and South Park Avenue. The manager of the bureau, Mrs. Minnie Galloway, who is the office manager and head of the welfare department of this church. The committee of the Homes Registration Service for the colored office will be the Negro Workers Advisory Committee until this office passes through its experimental stage. The room canvass will begin Monday, May 26.

I have no doubt as to the successful operation of this office.

Respectfully submitted,

May 23, 1919.

Fred D. McCracken

Fred D. McCracken
Field Agent, U.S.H.R.S.
Chicago, Illinois

Bureau of Indu
APR 24 1919
Mr. Ford ✓
Mr. Bixby ✓
Mr. Schaff ✓
Mr.
Mr.
Mr. Mac Neale
Mr. Adams

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
613 G STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

From Chas R. Bixby
To James Ford
Subject Chicago Ills

Interviewed Mr Washington Colored director of Economics for State of Illinois. and found that Chicago has a shortage of homes for colored people. Mr McCracken should interview Mr Washington located in U.S Employ Service 4th floor 116 No Dearborn St Chicago who will tell him who to see there and that registry should be located in So State St Bet. 26th and 35th St. which is in the Center of colored district.

Washington also stated that a colored registry was needed in Rock Island, Galesburg East St Louis Ill and Peoria Ill. have Mr McCracken see Washington who has committees in these towns and he will tell him who to see —

Also interviewed Mr Beach of Labor Board who is interested in our work and scems a good deal of knowledge on the subject and would make a good Field Agent for the Eastern territory — he would like to get into our service.

May 2, 1919

Mr. Edward L. Burchard,
1415 E. 57th St.,
Chicago, Ills.

My dear Mr. Burchard:

I spent Sunday a week ago at home in Evanston, and at that time I tried to get into telephone communication with you in the hope that we might get together for a discussion of the work of the U. S. Homes Registration Service, andof the need and of the possibility for its introduction into Chicago. I regret very keenly that I was not able to get into touch with you. When next I get to Chicago, I shall make another, and I trust, a more successful attempt.

From Dr. Ford you will doubtless have learned something of the nature of our program andour methods. We seek to organize housing services, to promote registries which render assistance to those in search of housing accommodations, to inaugurate new construction wherever this is needed, to deal with the problems connected with run down and dilapidated dwellings -- in short to take up the various tasks connected with providing for workmen an adequate supply of comfortable and sanitary housing. The work in local communities is in the hands of representative committees; this office is concerned merely with the promotion of such committees, and the giving of such advise and direction as may be demanded.

I trust that some way may soon be found whereby our Service may be established in at least the more congested districts of Chicago. We expect soon to send a colored field agent, Mr. Fred B. MacCracken,

to Chicago to discuss with the Negro Workers' Advisory Committee the possibility of organizing a registry for the benefit of the colored population. I shall ask Mr. MacCrae en to look you up, and if there is any advice or assistance which you can give him, you will greatly oblige us by doing so.

Yours very truly,
UNITED STATES HOUSING CORPORATION
JAMES FORD
Manager, Homes Registration
and Information Division

By

Chief, Section of Homes
Registration Service.

From Chas R Riley
To James Ford
Subject Chicago Ill -

Dec 16 - 1918

✓

Interviewed Mr Bates U S H R S relative to list of flats rate for Hammond Ind - one entire set will be sent tomorrow Dec 17 - another set being made for East Chicago Ind when they have no local list.

Had a talk with F B Washington Supervisor of Negro Economics for State of Illinois as to advisability of opening a Negro U S H R S in this City - it was agreed that it was better to wait about one or two months until the Negro committee is better organized here it was stated that about 75 000 of the negro returning soldiers would locate here - but not necessary to open a Bureau now -

Chas R Riley

Extra copy.

Hooker Report
Indiana Steel Towns.

June 15, 1918.

Mr. James Ford,
Housing Bureau,
Dept. of Labor,
Washington, D. C.

My dear Mr. Ford:

I hand you herewith report, comprising 6 typewritten pages of text and 14 tables, of survey of vacant apartments within ten minutes, by trolley, of the Englewood station, pursuant to telegram of Mr. Eidlitz of May 31. I am also sending you by express a map of the portion of the city, showing the three and one-half square miles covered in this survey.

On receipt, June 1, of Mr. Eidlitz' telegram I conferred at luncheon with Mr. Charles B.Ball, chief sanitary inspector of the city, Mr. McNeill, representing Mr. Beach, director of the Chicago Association of Commerce, Mr. Bixby, of the Association of Renting Agencies, Prof. Roberts, representing Mr. John D. Shoop, Superintendent of Schools, 2 women representing Mrs. Louise DeKoven Bowen, head of the Women's Branch of the State Council of Defense, Prof. S. C. Duncan of the University of Chicago, Mr. Charles K. Mohler, consulting engineer, and Mr. Akers of this office. I later conferred with Mr. Keeler, director of the Bureau of Public Efficiency, Mr. Herwitz, of his staff, Miss Edith Abbott, of the School of Civics and Philanthropy, Miss Wright, of her staff, and Dr. John Dill Robertson, Commissioner of Health.

Text for schedule cards -- one for apartments, one for houses and one for vacant rooms -- was prepared by Prof. Duncan, Miss Wright, Mr. Mohler and Mr. Akers, and the cards were printed Monday, June 3. Mr. Mohler prepared a map of the area within the 10 minute limit and Mr. Herwitz and Miss Wright planned the unit survey divisions of this area and the assignment scheme.

The field work was executed June 4-6 by 36 members of the graduating class of the School of Civics and two other

volunteers provided by the City Club, under the direction of Miss Wright, in consultation with Mr. Herwitz.

Miss Wright analyzed, discussed and, so far as her time would permit, tabulated data in the report, finishing this the 12th inst.

Mr. Mohler prepared the map which is being expressed to you today.

I have delayed forwarding the map and report to you earlier because of not receiving word to do so, in reply to my wire to you on the 12th inst.

The schedule cards we still have here awaiting further instructions from you as to disposition of them.

Very truly yours,

(Signed) George E Hooker.
Civic Secretary.

GEH:MM
2 Encl s.

The District covered.

The Englewood Station is located at 63rd street between State and Wentworth. Within a few minutes walk from the station are the 63rd St. carline, running east and west, the State St. line and the Wentworth line both running north and south. A little farther away, possibly within five minutes walk is a station of Englewood branch of the Elevated Railways. The district accessible by trolley in ten minutes is determined by these car lines and lines which may be reached by them. The district forms roughly a large cross with one arm extending east to Kimbark and west to Throop in a strip a quarted of a mile wide on both sides of 63rd St. and the other extending north to 53rd St. and south to 73rd in a wider strip because of the two carlines running in this direction. The northern half of this arm is wider than the southern because at 61st and at 59th the main lines are crossed by car lines running east and west. Both arms of the cross are rendered slightly irregular in shape by car lines which cross the main lines of transportation and thus enlarge the area accessible in their particular directions.

The service on all three of the main lines of transportation is good, a three to four minute service, and care taken from the Englewood station at the time of day when workmen are returning from work are not likely to be crowded as the district lies well out of the congested area.

Character of the District

While the territory covered in this survey is far from

being a homogeneous district there are certain features common to all its parts. Its population is almost exclusively an English speaking one. There are no large foreign settlements in its borders but what foreigners there are in the district belong to the group of the older immigration, the Irish, the Germans and to a lesser extent the Scandianavians, and live side by side with the native born Americans. It is generally considered that there is no housing problem in this entire district. Individual houses have bad features to be sure but in general the statement is true that the people in this district are housed in a way that is sanitary if not always comfortable. The area is not congested and there is little difficulty with lot overcrowding. The whole district is pre-eminently a residence one, for while as the map shows, there are some fairly large areas that not used for dwellings, these areas form a small part of the whole. They are in general occupied by places of business of various sorts and there are no large factories in the district. Some of the territory used for dwellings is also used for business purposes, particularly along the carlines where the lower floors of the buildings are used for stores and the upper floors are rented as apartments. It is in these apartments that most of the housing problems of the district are found.

To gain a clear idea of the character of the districtlit is necessary to consider different parts of it which differ from each other so decidely as to form distinct districts. For convenience sake these districts will be described in relation to their location on the cross that has already been spoken of as the shape of the territory covered.

The western arm of the cross from its west limits to the point where it meets the arm extending north and south, is a fairly homogeneous district. It is one of the poorer sections of this district and more than 90% of the dwellings vacant rent for $20.00 a month or less. It is a district of small cottages many of them being brought on the installment plan, and duplex apartment buildings which are in general a more recent addition although there are also many buildings originally intended for one family dwellings which are now divided into two or sometimes more apartments. In general both houses and apartments in this section are heated only be stoves. The people belong largely to the class of small artisans and the better paid group of laborers. Sixty-third Street which is the main business street of the district differs somewhat from the rest of the district as over its stores are found many furnished rooms including rooms for light housekeeping and these are of course occupied by a more shifting population.

The center of the cross, from Normal Parkway on the south to 59th Street on the north, and west of the railroad tracks which proceed out from the station in a south westerly and north westerly direction is the residence district known as Englewood. It is a decidedly better district than the first and its dwellings are much more comfortable. It is one of the older residence neighborhoods of the city and its buildings are of the style of a decade or two ago. There are many moderately large frame dwellings, many of them owned by their occupants and also many apartment houses of the better grade.renting for $35 to $40 a month. The population is composed largely of people whorwork in offices and the less prosperous business and professional men.

The southern arm of the cross is divided into two parts by Vincennes Road, along which a street car runs parallel to the railroad tracks some four blocks east. West of Vincennes is the district known as Normal Park from its proximity to the Chicago Normal School. It is another good residence district, newer than Englewood with more houses and fewer apartments. It is a region of yards, shade trees and small gardens. Because of its relative youth it is probably more attractive than the Englewood district. East of Vincennes Road the district is considerably poorer getting worse as it approaches the center of the cross and the railroad tracks.

The north arm of the cross is composed of several parts; straight through its center from Wentworth to Michigan, and in places as far east as Indiana runs the southern end of the south side "black belt." It is the better part of the negro district but it is not very good, The houses are old, many of them badly in need of repair and the whole district has a down at the heels appearance. There are many furnished rooms in this district. West of the "black belt" is the poorest white district in this city. There are many rooming houses here with their shifting population and the district is more like "tenement" district than any other region of the territory included in this study. East of the "black belt" on the other hand is one of the best residence parts of the district. It belongs almost exclusively to Jews who were born in this country and is quite solidly built up with fairly high grade apartments. The street farthest east fronts on Washington Park and the apartments here are altogether the best in the neighborhood.

The east arm of the cross is also divided into three districts of varied characteristics. East of Cottage Grove Avenue,

which, almost bisects the districts is a region of high class apartments of the older style. It is not as good a residence neighborhood as it once was and many families now reduce their rent by letting out rooms. The University of Chicago is near by and its students are preferred as roomers; in fact many of the rooms are not available for any one else. West of Cottage Grove and north of Sixty-third is a newer district of fairly high class apartments and private dwellings. On the other side of Sixty-third the district is more mixed, colored people are beginning to come in - it is altogether the best district open to them - and the white people are gradually moving out. There are apparently about as many houses for single families as apartments.

Method of Investigation

The field work for this study was done by thirty-six students of the Chicago School of Civice and Philanthropy who were just completing their course and two other volunteers whose services were secured by the City Club. Each investigator was assigned a district and told to fill out a card for every vacancy in her district. A copy of the instructions given to the investigators is attached at the end of this report. It will be noted that the investigators were asked to assume that in general houses, apartments or rooms for rent would have that fact indicated by a sign which could be seen from the street by a careful observer. As there was more doubt about the truth of this assumption in regard to single rooms, investigators were told to inquire at grocery stores, delicatessens, etc. in the district and at places where rooms were found as frequently the landlady might know of other rooms. A considerable number of rooms were located in this way, but it is of course impossible to feel certain of locating without a house

to house inquiry which could not be made within the time limits. There were of course a certain number of places into which the investigators did not succeed in gaining entrance on the first visit either because the key was not in the neighborhood or the holder of it was not found at home. The co-operation of the renting agent was asked to secure entrance into these places and a second visit made by another investigator. The real estate agents were quite willing to co-operate but on a number of cases were unable to be of much assistance because of faults in their own business methods. One house for example could not be visited because agent reported that some one whose name he could not remember had taken the key to that place a week or so ago and had not yet returned it. Another house listed with another agency had had its key broken by a prospective tenant and another key had not been made. Where it proved impossible to gain admittance in any way that the ingenuity of the investigator could devise, the agent was asked the number of rooms, monthly rental, toilet facilities, bedrooms, ect. but no report was made on the condition of the place when it could not be inspected personally by the investigator. There were left 12 apartments and 6 houses about which no information was obtained beyond the mere fact of vacancy. There were also 24 places in which a "furnished room" sign was seen but about which nothing more was learned as two visits failed to find the landlady at home.

Findings

The vacancies found by our investigators including those vacancies about which no information was obtained numbered 638 apartments, 88 houses and 636 vacant rooms or light housekeeping suites with accomodations for approximately 1150 persons. The data for the

houses and apartments have been partially summarized in tables presented later byt because of lack of time and assistance the information about the vacant rooms has not been summarized. Mose of the rooms rent without board and in very few places is it possible to get board at the same place. The weekly rental ranges from $1.25 for a single room to $8.00 for two people in a double room but by far the most common rent is $2.50 to $3.00 for a single room and $4 to $5 for a double room.

Some of the facts learned about the bouses and apartments are presented in tables. These are given without comment except where come explanation is needed.

Tables on Vacant Apartments Tables 1 - V1 .

TABLE 1 .

APARTMENTS

Monthly Tental	UNFURNISHED APART.				FURNISHED APART?				
	Heated	Unheated	N.R.	Total	Heated	Unheated	N.R.	Total	Total Apts.
Under $15	4	76	3	36	3	-	-	3	89
$15-19	12	113	2	127	1	-	-	1	128
20-24	18	60	2	80	6	10	1	17	97
25-29	38	16	-	54	5	-	1	6	60
30-34	64	5	-	69	8	1	1	10	79
35-39	57	7	3	67	1	-	-	1	68
40-44	38	1	-	39	1	-	-	1	40
45-49	32	-	-	332	2	-	-	2	34
50 and over *	29	-	1	30	1	-	-	1	31
TOTAL	292	281	11	584	28	11	3	42	626

* The maximum rental was $100.

Water is always included in the rental of apartments and light is not included in any of these. Most of the apartments in which the rent does not include heat are heated only by stove, the othere very largely by steam although some have not water and a few hot air.

TABLE 11 .

APARTMENTS

Monthly Rental	NUMBER OF ROOMS								
	Two	Three	Four	Five	Six	Seven	or over	n.r.	Total
Under $15	1	17	38	19	6	7	-	1	89
$15-19	1	8	200	50	28	19	1	1	128
$20-24	15	1	16	20	27	16	2	-	97
$25-29	6	7	8	14	9	9	7	-	60
$30-34	7	3	12	26	17	8	6	-	79
$35-39	-	2	15	9	13	15	14	-	68
$40-44	-	1	3	5	19	7	5	-	40
$45-49	-	-	1	9	10	7	7	-	34
$50 & over	-	-	-	2	8	9	12	-	31
TOTAL	30	39	113	154	137	97	54	2	626

TABLE 111 .

APARTMENTS

RENT	NUMBER OF BEDROOMS						
	ONE	Two	Three	Four	Five or more	N.R.	Total
Under $15	22	42	20	1	-	4	89
$15-19	15	64	36	9	-	4	128
$20-24	22	39	31	5	-	-	97
$25-29	21	16	13	7	2	1	60
$30-34	21	34	15	8	-	1	79
$35-39	16	12	23	15	2	-	68
$40-44	4	11	15	8	2	-	40
$45-49	1	10	13	9	1	-	34
$50 & over	-	2	9	14	5	1	31
TOTAL	122	230	175	76	12	11	626

TABLE IV.

APARTMENTS

Toilets

* Monthly Rental	Location				Repair			Light			
	Yard	Hall	Flat	N.R.	Good	Bad	N.R.	Light	Gloomy	Dark	N.R.
Under $15	6	17	65	1	55	27	7	29	37	16	7
$15-19	-	7	118	3	88	35	5	56	40	27	5
$20-24	-	17	80	-	75	18	4	49	34	8	6
$25-29	-	6	52	2	54	4	2	30	15	14	1
$30-34	-	6	73	-	72	5	2	48	26	5	-
$35-39	-	3	63	2	55	8	5	42	22	3	1
$40-44	-	3	37	-	35	5	-	27	5	7	11
$45-49	1	-	34	-	34	-	-	27	6	1	-
$50 & over	-	1	27	3	28	-	3	26	1	1	3
TOTAL	6	60	549	11	496	102	28	334	186	82	24

The fact that a toilet is located in the yard does not mean that it is of the old yard closet type. Every toilet has running water and is connected with the sewer.

TABLE V.

APARTMENTS

Bath tubs

Monthly Rental	Yes	No	No Report	Total
Under $15	45	40	4	89
$15-19	115	12	1	128
$20-24	94	3	-	97
$25-29	57	-	3	60
$30-34	76	-	3	79
$35-39	68	-	-	68
$40-44	40	-	-	40
$45-49	34	-	-	34
$50 or over	30	-	1	31
TOTAL	559	55	12	626

This does not mean that there was a private bath in 559 apartments as in some cases the bath tub was located in the hall and was used by more than one family.

TABLE V1 .

APARTMENTS

APARTMENTS WITH DARK AND WINDOWLESS ROOMS

Monthly Rental	Apartments with windowless rooms.	Apartments with dark rooms
Under $15	11	3
$15-19	4	14
$20-24	3	11
$25-29	-	9
$30-34	1	9
$35-39	-	5
$40-44	-	3
$45-49	-	1
$50 plus	1	1
TOTAL	20	56

These dark rooms do not include toilets, which are listed separately. In almost every case the room which is either dark or without a window is a bedroom. In some cases there are two or three dark rooms to an apartment but no count has been kept of these cases.

There were 13 apartments, 9 of them in the rental group under $15. for which the information was not obtained.

NOTE

In addition to the 636 apartments for which information is given in these tables, there were 12 apartments about which no information was obtained and 9 apartments which were clearly uninhabitable without entire remodelling, the plaster was falling off the walls, the plumbing had been removed; no attempt was being made to rent them.

TABLE VII.

HOUSES

Monthly Rental	Furnished	Unfurnished	N.R.	Total
Under $20	-	13	-	13
$20-24	-	11	-	11
$25-29	-	16	-	16
$30-34	1	13	-	14
$35-39	1	7	-	8
$40-44	-	5	-	5
$45-50	-	5	-	5
$50 and over	-	9	1	10
Total	2	79	1	82

The rent of the houses includes neither heat nor light nor water.

TABLE VIII.

HOUSES.

Number of Rooms

Monthly Rental	Four	Five	Six	Seven	Eight	Nine	Ten	Total
Under $20.	6	2	4	1	-	-	-	13
$20-24	-	3	2	5	1	-	-	11
$25-29	-	-	2	6	4	4	-	16
$30-34	-	1	2	2	6	2	1	14
$35-39	-	-	-	2	3	2	1	8
$40-44	-	-	-	-	2	1	2	5
$45-49	-	-	-	1	-	1	3	5
$50 and over	-	-	-	-	2	-	8	10
Total	6	6	10	17	18	10	15	82

TABLE 1X .

HOUSES

NUMBER OF BEDROOMS

Monthly Rental	One	Two	Three	Four	Five	Six	Seven & over	N.R.	Total
Under $20	1	5	6	1	-	-	-	-	13
$20-24	-	2	5	3	-	-	-	1	11
$25-29	-	-	7	2	6	-	-	1	16
$30-34	-	1	4	6	1	1	1	-	14
$35-39	-	-	1	3	1	-	1	2	8
$40-44	-	-	-	1	1	1	-	2	5
$45-49	-	-	1	-	1	2	1	-	5
$50-& over	-	-	-	1	1	2	4	2	10
TOTAL	1	8	24	17	11	6	7	8	82

TABLE X

Toilets HOUSES

Monthly Rental	Location: Yard	House	N.R.	Total
Under $20	1	12	-	13
$20-24	1	9	1	11
$25-29	2	14	-	16
$30-34	-	14	-	14
$35-39	-	8	-	8
$40-44	-	4	1	5
$45-50	-	5	-	5
$50 & over	-	10	-	10
TOTAL	4	76	2	82

TABLE X-a

Toilets HOUSES

Monthly Rental	Repair: Good	Bad	N.R.	Light: Light	Gloomy	Dark	N.R.
Under $20.	8	4	1	7	4	1	1
$20-24	6	3	2	8	1	-	2
$25-29	7	8	1	12	2	-	2
$30-34	11	2	1	11	2	-	1
$35-39	5	2	1	6	-	-	2
$40-44	3	1	1	4	-	-	1
$45-49	4	1	-	5	-	-	-
$50 & over	7	-	3	7	-	-	3
TOTAL	51	21	10	60	9	1	12

11 houses not reported.

TABLE XI .

HOUSES

Monthly Rental	Bath Yes	Bath No	N.R.	Total
Under $20.	7	5	1	13
$20-24	10	-	1	11
$25-29	14	1	1	16
$30-34	13	-	1	14
$35-39	8	-	-	8
$40-44	4	-	1	5
$45-49	5	-	-	5
$50 & over	8	-	2	10
TOTAL	69	6	7	82

TABLE X11 .

HOUSES.

HOUSES WITH DARK, AND WINDOWLESS ROOMS

	Houses with dark rooms	Houses windowless rooms.
Under $20.	-	-
$20-24	6	1
$25-29	1	-
$30-34	-	-
$35-39	1	1
$40-44	-	-
$45-49	-	-
$50 & over	-	-
TOTAL	8	3

There were 11 houses for which the above information was not obtained.

See comments on corresponding table for apartments.

TABLE X111.

HOUSES

LIGHTING

Monthly Rental	Lighted by Oil	Gas	Elect.	Gas & Elect.	N.R.	Total
Under $20.	1	12	-	-	-	13
$20-24	1	9	-	1	-	11
$25-29	-	14	1	-	1	16
$30-34	-	11	-	3	-	14
$35-39	-	7	1	-	-	8
$40-44	-	5	-	-	-	5
$45-49	-	1	4	-	-	5
$50 & over	-	5	4	1	-	10
TOTAL	2	64	10	5	1	82

TABLE XIV.

HOUSES

HEATING

Monthly Rental	Heated by Furnace	Stove	N.R.	Total
Under $20	1	12	-	13
$20-24	2	9	-	11
$25-29	12	3	Both stove & furnace 1	16
$30-34	14	-	-	14
$35-39	8	-	-	8
$40-44	5	-	-	5
$45-49	4	-	1	5
$50 & over	10	-	-	10
TOTAL	56	24	1	82

Furnace means hot air, steam or hot water.

NOTE

In addition to the 82 houses for which information is given and the 6 already memtioned for which information could not be obtained the investigators found 11 houses which were uninhabitable. They were in even worse condition than the uninhabitable apartments; many of these had not been occupied for years and in come cases the owner was planning to raze them. It is quite probable that most of them are condemned by the Health Department.

U.S. GOVERNMENT HOUSING STUDY

INSTRUCTIONS TO INVESTIGATORS.

GENERAL

There are three cards used in this study, a different card for each kind of vacancy.

1. Vacant houses (A house is a one-family dwelling).

2. Vacant apartments.

3. Vacant rooms with or without board (This card is to indicate vacancies for individual roomers or boarders or rooms for light housekeeping).

Investigators are to inspect personally every vacancy in the blocks assigned to them and fill out appropriate card for each. In general vacancies are to be discovered by "for rent" signs or other clear evidence of vacancy. Where there is more than 1 vacancy in building, cards are often put up for only one. Be sure no vacancies are skipped.

In the case of hotels or boarding houses, inquiry for vacant room should be made at office. In the case of large apartment buildings investigator should examine each entrance or make inquiry at office if there is agent or janitor on premises.

SECURING ADMITTANCE

1). If house or apartment is open investigator may enter.

2). If house or apartment is locked, investigator should apply to janitor or agent if he is on premises.

3). If agent is not on premises and admittance cannot be securred, investigator should inspect corresponding flat above or below. A note should be made that this was done.

4). If it is not possible to inspect this or corresponding flat, card should be handed in with Street and No. and Name and Address of owner or agent.

All inspections should be made from the point of view of a prospective tenant.

Schedules should be handed in daily at _____

Daily reports of territory covered should be handed in at same time.

Any questions that arise can be brought up then and schedules that are not clear returned.

FILLING OUT SCHEDULES.

Most questions are to be answered by checks ( ) over the entry that describes this house, e. g. a frame house would be checked thus in 1). Material: Brick Frame. Check marks should be put in center of word checked and should touch the word.

Every question is to be answered.

Schedules are to be kept as neat as possible.

BBack of card is left blank. Investigators should note here any objectionable features peculiar to this one dwelling, e.g. foul odors, proximity to stables, etc.

DETAILED INSTRUCTIONS

APARTMENT CARD

QUESTION NO.

1. If building is part brick and part frame, check both & circle.

3. If any part of building is used for other purposes, specify for what.

5. Do not count halls, baths, pantries.

6. If flat rents either furnished or unfurnished, answer both. Otherwise draw dash (-) through one not answered.

13. Any heating arrangement that is not a stove is to be considered a furnace for purpose of this investigation.

15. Use. Bedrooms are to be checked. Other - the exact use is to be written in e.g. Parlor, Kitchen.

16. Use your best judgement.

Name of agent or owner - Indicate which.

HOUSE CARD - same as above.

VACANT ROOM CARD - The first - questions refer to the rooming house or apartment in which vacant rooms are located.

6. "House or yard" refers to location only, not to type of toilet. Enter number in each place.

8. "Other lodgers" means number in house at present.

9. Give prevailing nationality.

11. This is to be answered for each vacant room.

Size - Give landlady's estimate or if she doesnt know, investigator must estimate to nearest foot.

Furnished or Unfurnished - Indicate by check.
Light - If any room is found without a window, note that fact on back.

Weekly rental - Give rates in these columns. Give as many rates as landlady will quote. If room does not rent single for example, write "wont rent".

Accomodations for - persons means total vacancies.

Remarks: Investigators opinion as to character of place should be entered here.

CITY OF CHICAGO

315 Plymouth Court.

June 5, 1918.

To the Renting Agent Concerned:

On request of Mr. Eidlitz of the Housing Bureau of the United States Department of Labor, a rapid survey is being made this week of the houses, flats and vacant rooms available for rent within ten minutes of the Englewood Station by trolley.

To aid and hasten this work for the Government, can you manage to take the bearer at once in your machine to the apartments in your charge and shown on her list and assist her in gathering the desired information?

Respectfully,

GEORGE E. HOCKER,

Acting for Housing Bureau,
Department of Labor.

Chicago (C)

Philanthropy
for Julius Rosenwald
who is interested
in Colored Race in
Chicago
Yours Truly

July 9th, 1919.

Mr. W. C. Graves,
c/o Sears, Roebuck & Co.
Chicago, Ill.

Dear Sir:

At a special meeting of the Renting Division of The Chicago Real Estate Board, which was called at two P. M., on Tuesday, July 8th, the following recommendation was made by the writer and from the opinion of those present, it was believed it would have the endorsement of the entire Board, which can not be obtained at the present writing due to the fact that it is the vacation period.

One of the greatest problems which faces the city industrially and socially, is the housing of the colored population. The housing of these people in their present districts is inadequate to accommodate the estimated population of 125,000 colored people, and a large percentage of their homes and flats are in a very unsanitary condition, many of them occupied ~~by~~ quarters which are unfit for a dog house, and are only utilized because they are unable to get anything better. This condition does not raise the morals or the health of these people and the over-crowding forces them to rent the run-down properties in various neighborhoods which increases the racial feeling. The colored man, like his white brethern, prefers to live by himself, having his own schools, community centers and recreation features and it is up to the white population of this city to see that better housing is provided, making it possible for him to purchase his own home on a basis which would not exceed anrental price.

It has been stated by Dr. Haynes of the Negro Advisory Board of the U. S. Department of Labor, that 1,000,000 passports have been applied for by the laboring classes of this country. It has been estimated that about 8,000,000 people of foreign birth will leave this country, many attracted by the belief that better working conditions can be had in their own country during the renonstruction period, and many are going back to find relatives whom they have not heard from during the war. It has been stated by well-informed people, that the countries of Europe will prevent their laboring classes from coming to this country for the next few years. It can therefore be plainly seen from the above statements, that we will have a great labor shortage and that we will have to draw on the South for our labor in the future. Many of our colored soldiers

who have come from the South, have found better living conditions in the North and have refused to return to the South. Chicago being on the direct line of the Illinois Central Railroad, will get a large percentage of these people.

Many plans have been thought of to alleviate this situation, none of which have so far been found practical. The writer has traveled from Kentucky to Maine, and from Kansas to the Atlantic coast for the Bureau of Industrial Housing and Transportation of the U. S. Department of Labor, assisting various industrial cities in solving their housing problems. We know of about 250 cities now which are faced with a housing shortage, which will be more acute this fall when people returning from summer resorts and the country will be looking for a place to live.

If a syndicate could be formed for $1,000,000 and the certificates of participation sold to influential colored and white men, and the said syndicate officered by white and colored men, could start to ppovide housing for these people. There are many buildings having 12, 15 and 18 rooms, that could be converted into two and three flat buildings, many of the run-down places could be purchased and rehabilitated, by stuccoing the outside and renovating the interior, making them sanitary and wholesome places for these people to live. There are shacks which could be purchased at a very nominal figure, which shacks if beyond redemption, could be razed, making way for better structures. It must be born in mind that while the apartment building in some instances may be a necessity, that we are already facing a problem where 57% of the peopleof this country are tenants and that tenancy is increasing at the rate of 3% every ten years; also in many States the birth rate has decreased 45%, due to a large measure to the people inhabiting apartment buildings. If this is not taken care of now, we will within a very few years face the problem of where the land is held by a few at the expense of many. It has been the observation of the writer that a city of tenants, or where the majority of the people in the city are tenatns, that it was not conducive to good citizenship, and also lacked the civic pride which is obtainable only by home ownership.

The class of people that we are trying to reach are unable to pay a very large sum of money as an initial payment, and many cities throughout the United States, which have syndicates or corporations for the construction of homes, are limiting the profit from ten to fifteen percent gross on the sales of these properties, the purchasers paying down 10% or more on the total cost as initial payment, and 1% per month of the total cost for monthly payments. This 1% per month takes care of the interest on the first mortgage which runs

for a series of years with no prepayments, and the interest on the contract for the deed, the payment of taxes, and a 1% depreciation per year. Some of these corporations are refunding this 1% per year at the time the property has been paid in full, where the purchaser of said property has maintained it at its highest standard and where ~~it~~ has been practically no depreciation. The balance of this monthly payment goes toward the unpaid balance of the contract for the deed. In many cities where these corporations or syndicates are in existence, the bankers, mortgage investors, and others, are buying first mortgages upon these properties at the prevailing rate of interest, and charging a very small commission for making the loans. The contracts for a deed are not discounted by the corporations or syndicates, but do bear a little higher rate of interest than the first mortgage, the object being to make it as easy as possible for these people to purchase a home, and not asked to pay an exorbitant rate of commission as asked by many of the second mortgage people in these various cities. When the purchaser has paid the amount represented between the first mortgage and his initial payment, the corporation or syndicate thereupon delivers him a deed for the property and have him execute a new mortgage placed by the corporation through some banking institution or building loan association, whereby the purchaser can reduce his obligation as he had done upon his contract for the deed. While this syndicate could start with a capitalization of $1,000,000, it must be born in mind that such a syndicate could through proper banking facilities, or by the issuance of their serial notes or debentures, increase this capital materially. Bankers and mortgage investors could be induced to take the first mortgage on these properties after they had been rehabilitated or new structures constructed, which would likewise increase the working capital.

The colored population of this city should have as good housing as the white man enjoys at a most reasonable figure, and property should also be provided for rental purposes. These places which have been rennovated, rehabilitated and newly constructed, should also receive attention as to lawns, shrubbery and trees, making the places attractive to the eye, as well as making a real home for its occupants, encouraging the planting of gardens for the raising of vegetables, etc., aswell as beautifying by the installation of flowers.

Inasmuch as many cities are looking to Chicago to solve their problem, along these lines, we should strive to make it a model for other cities, something that we can point to with pride as a real Chicago development.

The proposition as stated before should be a paying proposition for the writer believes it should be a limited dividend proposition, the object being to give these people the right kind of homes without profiteering, as no one wishes to receive anything for nothing, but that they would be willing to pay a fair percentage of profit upon the investment. Some syndicates and corporations throughout the country have made the mistake in the handling of same, due to the fact that they have not employed a manager who is fully informed upon this work, and which has been left to a committee to handle and what is "everybody's business is nobody's business".

This movement was started by the Bureau of Industiral Housing and Transportation of the U. S. Department of Labor of this city, represented by the writer, but due to the fact that Congress has withdrawn all appropriations from this Bureau, it would be impossible for the writer to complete this work unless some other means are provided. It is my belief that this is a great step in the right direction for humanity's sake, but unfortunately he is not fixed financially to continue along as above stated. He is willing to do everything in his power to assist if assisted, and he realizes as all other good citizens realize, that we after all are our brother's keeper and must so conduct ourselves. I would like the pleasure of presentting this proposition to a joint committee of the Urban League and the City Club of Chicago, even increasing this committee, if possible, to other influential white and colored organizations of Chicago.

Hoping that progress will be made along these lines and that cooperation will be received and that this will not only be a step toward the solving of this one problem, but will be the beginning of better housing for all of our laboring classes who are inhabitants of this great cosmopolitan city of Chicago. In all sincerity, I remain,

Yours very truly,

CRB:EM

Dear Doctor.

July 4 - 19

Since coming in Chicago I have devoted all of my time to the Negro situation in Chicago and have made considerable headway. Yesterday I interviewed Mr Graves who is Mr Julius Rosenwalds right hand man, who stated that I had outlined a mighty big thing - and asked me to reduce what I had told him to writing and he would put it up to the Urban League for endorsement also to the City Club. that if these two organizations endorsed this that Mr Rosenwald would get behind the movement.

The Chicago R E Board say they will not let me get out of Chicago but will have to work out the Negro problem, they are calling a meeting Tuesday to finance me until I can get a Corporation started.

In order to get a hearing from some of our prominent men I have stated that I was from the Bureau of Industrial Housing & T. of U S Dept of Labor so if you can hurry that special appointment along it will help to get this over.

All the organizations that I have interviewed have endorsed the movement and state that it has been the only plan offered yet that has merit.

I wish that I had you located here so that I might take advantage of your advise on many things that come up and would also ask you to do some editorial work. I can talk my head off but am a poor to write out details. I prefer the action.

It is agreed by all that if this thing can be started and brought to a successful conclusion that it is the biggest thing that has been done for

Chicago - if I am successful in this, I shall then enter the foreign districts of Chgo for the same purpose -

My only regret is that I am not financially fixed so that I can give my services - but I can not be out of an income for a single month - if the deficit had continued for another month and I could have devoted my time here to the one subject it would have been great.

I am most anxious to hear from you and learn what is going on also how Mrs T is getting along and I hope that you will remember me to her -

I spent most of yesterday with Mr McCracken and he seems to think that I have started a real job here - so much so that he wants to work on it when started

Let me hear from you when you get time

Your friend

Thos R Bixby

7458 Greenwood

Chgo

Dear Doctor: Ford

July 2nd 19

Ford 1/7/19

I met Mr McCracken this morning and explained the Negro situation to him here as outlined by me and which he stated that some of the Negro's who were not at the meeting had gotten the wrong idea - was straightened them out this morning.

I have ~~arr~~ arranged to meet Julius Rosenwald's Sec'y tomorrow and will try and arrange for the starting of Corporation -

The Chgo. Real E. Board want me to handle the Colored situation here and are talking about making an appropriation for me so that I can get things started. I have agreed to handle it provided I was able to get a living out of it and would set aside the matter of any personal gain.

I wish you would send me the appointment on a dollar a year basis as the influence helps and takes away any idea of profit for me.

There is a good deal of Bombing going on which does not help matters and I am enclosing a newspaper (Colored) which has some articles regarding L M Smith which are

positively untrue – Mr Smith is willing to give a large share of his time for printing better home for Colored and co operate in every possible way –

Articles like the enclosed newspaper only make things worse instead of better I called upon the editor of this paper today and changed his ideas on things as well as his attitude toward L M Smith who has been working for their interests for many years. but has been working against the Colored pirate.

Will advise you as to how things are progressing.

With Best wishes

Remain

Thos L Dudley

7458 Greenwood Av

Chicago

UNDER DIRECTION OF
UNITED HOTELS COMPANY

The Robert Treat

CHARLES A. CARRIGAN
MANAGER

Newark, New Jersey

Ford Schaub

May 23 - 1919.

Memo. for Mr. Schaub,

When leaving Chicago a week ago I had a talk with Mr. Washington, representing the "Negro Economics" Dept, about housing conditions in the colored section. They are quite bad at this time and should there come a time of race rioting in Chicago both Mr. Washington and myself feel it will have its start in the housing question and the enforced presence of negroes in white neighborhoods on account of inadequate housing in the district they have occupied for many years. You might think this of government concern hence I am sending this note for your consideration.

Yours, H. L. Beach

P.S. - I was not sworn in to your department but was sworn in some few weeks ago as special agent for the Dept of Labor, U. S. Empl. Service, at Chicago. If necessary please send proper blanks —

Yours H.L.B.

JUL 10

Ford

To: Dr. James Ford, U.S. Housing Corporation, Department of Labor, Washington, D. C.

From: Fred D. McCracken, Field Agent, U.S.H.C., Dept. of Labor.

Subject: Official investigation as to the situation concerning the plan for better housing for Negroes in Chicago, Ill., formulated by Mr. Chas. R. Bixby while Special Agent of the U.S. Housing Corporation.

I arrived in Chicago on Tuesday evening July 1st and immediately conferred with a number of Negroes who were familiar with the plan submitted by Mr. Bixby at a meeting called by him on June 20th at the Morning Star Baptist Church, colored. Among them were Negro real estate brokers. The opinion was divided as to the practicability of the scheme. Many of them were out spoken in their opinion that there was a "woodchuck in the wood pile" some where; some were of the opinion that the U. S. Government through the U.S. Housing Corporation were attempting to interfere as to their rights (the Negroes) to live in any section of block they might desire. They stated that the white men who are so vitally interested in the success of the Bixby plan were prominent real estate brokers on the South Side, prominent and influential members of the Hyde Park and Kenwood Improvement Associations and these Associations have gone on record and have made public statements that they propose to "keep undesirables" out of their neighborhoods, sections or blocks; and that these real estate brokers and these two associations are responsible for the bomb-war carried on in certain sections of the South Side against every Negro who has purchase property in these sections.

I informed them all that I was here to speak with authority that the U. S. Department of Labor or the U. S. Housing Corporation was not a party or would be a party in any way, shape or form to any organization, plan or scheme that attempted in any way to interfere with the free movement of any person, group or type as to where they might desire to live, reside or buy. The U. S. Department of Labor or the U. S. Housing Corporation was only interested in remedying the critical condition as to housing in general and we all agreed that Chicago was sadly in need of better housing for the middle class of Negroes and that the plan of Mr. Bixby would remedy this evil to some extent and in no way so far as the U. S. government was interested attempted to prevent or discourage Negroes from living or buying in whatever neighborhood they might so desire.

Mr. Bixby pursuant to the telegram from you called me up by phone and I met him in the office of Mr. L. M. Smith, a prominent real estate broker, (white) on the south side and one claimed by the Negroes to be bitterly opposed to Negroes moving into certain blocks and who is also a prominent and influential member of the Hyde Park and Kenwood Improvement Associations.
Mr. Bixby went over with me his general plan for better housing for Negroes in Chicago and so far as he outlined it to me I could not see any objections to it as operating against the Negroes and preventing them from moving or living in any section or block they might so desire.

Mr. Bixby then presented me to Mr. L. M. Smith and in my talk with him I could clearly see why the Negroes were apprehensive as to any proposition bettering housing conditions of Negroes which meets the approval of Mr. Smith. Mr. Smith informed me several times as to his friendship for Negroes and how in many instances he had been of assistance to them, but he was opposed to them individually buying or living in certain blocks on the South Side wholly occupied by White people; that there was ample houses available in the district or sections allotted to them and if the Bixby plan went through it would take care of the situation for some time and then the white people would gladly relinquish block at a time. I stated to Mr. Smith that the U. S. Department of Labor or the U. S. Housing Corporation

Mell

could not be a party that interferred with the rights of individuals to live or buy wherever they might desire.

With Mr. Bixby I called on Mr. Wm. C. Linton, Editor of the Whip, a Negro newspaper recently started which carried a sensational story as to the Bixby meeting and the Bixby plan. (The clippings are herewith inclosed.) I reiterated by statement to Mr. Minton as to the position of the Department of Labor or The U. S. Housing Corporation and he was very glad to get the statement. Mr. Bixby then went over his plan and assured him, Minton, that it in no way attempted to segregate or prevent Negroes from living or buying in any blocks or neighborhood and that his scheme was the same as now in operation in other cities and that he thought that an injustice had been done by the articles contained in The Whip. Minton ~~xxxx~~ stated to Mr. Bixby that Negroes had no confidence in L. M. Smith or any others connected with the Hyde Park or Kenwood Associations or any of the white real estate operators; that they know about the bombing of Negro homes on the South Side and might even be a party to it. Minton stated that he was glad to get Mr. Bixby's statement but would not commit himself as to the plan.

I then conferred with Forrester B. Washington, Supervisor of Negro Economics for the State of Illinois, of the Department of Labor. Mr. Washington stated that there were many Negroes of the opinion that there was something back of the OLIVE BRANCH of L.M.SMITH and he regretted that Mr. Bixby had not consulted him or members of his committee; he also stated that the Pastor of Olivet Baptist Church, where the U. S. Homes Registration Service is located, was not selected for the meeting of Mr. Bixby and that the Olivet Baptish Church ~~xxxx~~ felt that it had been slighted and was feeling it keenly.

I then conferred with Mrs. Calloway, Manager of the U. S. Homes Registration Service at the Olivet Baptish Church, and she stated that a Mr. Davis called on her and Dr. Williams, the Pastor, and stated that he wanted the church for the meeting called by Mr. Bixby. They readily gave their consent but to their surprise they received a letter the next day requesting them to attend the meeting at the Morning Star Baptist Church.

I then conferred with Mr. J. Bibb, Asst. Exec. Secy., Chicago branch National Association for Advancement of Colored People and found him bitterly and viciously opposed to the Bixby scheme. He stated that Mr. Bixby had always trained with a crowd of white real estate operators strongly opposed to Negroes living like folks and that L. M. Smith and others interested were of the same type; that he had the record of Mr. Bixby and that his scheme contained dynamite, etc. I again reiterated my statement as to the position of the U.S. government. He stated that he was very glad to get that statement as he was of the opinion that THE WILSON ADMINISTRATION WAS BRINGING ITS SEGREGATION POLICIES TO CHICAGO.

On Thursday July 3d, with Mr. Bixby we called on Mr. Graves, the executive secretary of Mr. Julius Rosenwald and Mr. Bixby carefully went over his plans. Mr. Graves was very much interested and stated that Mr. Rosenwald was vitally interested in the housing conditions for Negroes in Chicago and had contemplated the building of flats for Negroes and he was of the opinion that this plan would appeal to Mr. Rosenwald and requested Mr. Bixby to submit to him a brief or outline as to the proposed plan.

CONCLUSION:

The Olivet Baptish Ch urch is operating the U. S. Homes Registration Service and its pastor should have been consulted with members of the Negro Workers Advisory Committee with Firrester B. Washington, Supervisor of Negro Economics for Illinois, as to the place of meeting and the men or organizations invited. These agencies are a part of the U. S. Department of Labor and courtesy should have been extended to them to that degree.

L. M. Smith should not had been selected as Chairman, his opposition to Negroes is too well known in Chicago.

The plan of Mr. Bixby is timely and I believe is feasible and I do not doubt the sincerity of Mr. Bixby. The housing situation affecting Negroes is very serious and many Negroes have been injured and one or two deaths by bomb throwing of houses whenever Negroes have moved into "restricted"blocks. The Negro standard of living has increased to such an extent that he desires better houses; he posseses certain reasons why he does not like to live in a wholly Negro block or section. However, the Bixby plan does not attempt to regulate this but will provide some decent houses and apartments at moderate rents.

The Bixby plan should be carried out and encouraged as much as possible by the U. S. Housing Corporation with the thorough understanding that it does not attempt to segregate or attempt to interfere with the fundamental right or any citizen to buy or live in any section, block or neighborhood he might so desire.

I believe my visit will prevent any criticism of the U. S. Department of Labor or the U. S. Housing Corporation as to being a party to interfere with the rights of the Negroes of the City of Chicago to live wherever they may so desire.

Respectfully submitted July 8th, 1919.

Fred D. McCracken

Chicago

July 10, 1919.

MINUTES - JOINT COMMITTEE ON HOUSING OF COLORED PEOPLE.

PRESENT: Henry K. Holsman, President, American Institute of Architects: R. D. Lee, Association of Commerce; Harold F. White, City Club of Chicago; A. L. Jackson, Wabash Avenue, Y.M.C.A.; P. L. Seman, Chicago Council Social Agencies; W. C. Graves, Chicago Urban League; George R. Hall, Chicago Urban League; R. C. Russell, Cook County Real Estate Board; Harry E. Kelly, Union League Club; Charles R. Bixby, Bureau of Industrail Housing and Transportation, U. S. Department of Labor; Joseph K. Brittain, Chicago Real Estate Board, P. W. Jones, Chicago Real Estate Board; W. R. Bryant, Pastor South Park M.E. Church; J.H. Branham, Olivet Baptist Church; W. H. Terrell, (Real Estate); Judge Edward O. Brown, National Association for the Advancement of Colored People; Dr. A. J. Carey, representing A. M. E. Churches; D. L. Akers, City Club of Chicago; Mark Levy, President, Cook County Real Estate Board; H. E. Ellerd, Armour & Company, H. H. Grigg, Morris & Company; Emerson D. Bradshaw, Stock Yards Community Clearing House; A. B. Drummond, Wilson & Company, J. P. Stafford, Swift & Company, also present Mr. M. S. Hunter, Hunter Banking Company.

This Committee was called together pursuant to a resolution adopted at a public meeting at the Morningstar Baptist Church Friday evening, June 23rd, 1919. This resolution requested the Chicago Urban League and the City Club of Chicago to take the preliminary steps necessary to the organization of a joint committee, of both races, representing various accredited organizations and interests concerned with the problem of housing colored people. To consider and formulate so far as possible, a constructive solution of this problem.

Mr. Akers, Acting Civic Secretary of the City Club, submitted a list of the organizations invited by the Urban League and the City Club to be represented in this joint committee and the names of the representatives designated by each of the organizations which had responded to this invitation Copy of this list is attached hereto.

On motion by Mr. Jackson, duly seconded, Judge Edward Osgood Brown was elected temporary chairman of the committee. D. L. Akers was elected temporary secretary.

The temporary chairman first called upon Mr. T. Arnold Hill, of the Chicago Urban League, to review the steps which have already been taken to meet the situation respecting housing of colored people. Mr. Hill said that, in his opinion, there is no further need of investigation into conditions and that what is needed now is the formulation of a plan which will make possible the actual provision of increased housing accommodations. The specific problems which ought to be considered by the committee, he said are:

(1) Whether new housing developments for colored people should be located in city or suburbs.

(2) Whether new houses or apartments should be built or existing houses remodelled.

(3) What organization and methods are most practicable for the financing of new housing enterprises.

The Chairman next called upon Mr. C. R. Bixby, representing the Bureau of Industrial Housing and Transportation of the U. S. Department of Labor. Mr. Bixby discussed the very pressing need of more housing accommodations for colored people and outlined a plan for financing a limited dividend housing enterprise.

Mr. W. C. Graves spoke briefly of some of the plans which had been considered by Mr. Julius Rosenwald.

The chairman called for suggestions as to the steps to be taken to form a permanent organization of the Committee. Mr. Harold F. White suggested that the two principal divisions of the problem which the Committee ought to consider are - 1st, the problem of finance; 2nd, the problem of the type of housing development which should be promoted. He suggested that two sub-committees should be appointed for the consideration of these two problems.

On motion by Mr. Kelly, which was duly seconded, the Chairman was instructed to appoint a Committee on permanent organization, of a size to be determined by him, to recommend at the next meeting of the Committee a scheme of organization with nominations for the respective offices to be filled.

On motion by Mr. Holsman, which was duly seconded, it was voted that, when the committee adjourns, it should adjourn to meet again at the City Club on Thursday, July 17, at luncheon, 12:30 P.M.

Upon motion duly made and seconded the Committee adjourned,

Temporary Secretary.

D. L. AKERS.

COLKS, JACOB

Mr. Coles.

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
United States Housing Corporation
613 G Street N.W.
Washington

October 31, 1918.

FROM: James Ford, Manager, Homes Registration and Information Division.

TO: All Field Agents

SUBJECT: Negro Registries

In any city in which there is need of considerable placements of negroes a separate negro registry should be established according to instructions from the Department of Labor. The Negro registry should have negro investigators, negro manager and committee of negroes representing the Y.M.C.A., Y.W.C.A., Urban League and other important negro organizations corresponding to the white organizations which we always represent on the white registries. All negro appointments should be made by negroes.

I should be informed at once of the nature of the request and of the evidences of the need of such registry and will get in touch with Dr. Haynes, who is Advisor to the Department of Labor on problems of negro labor, and will immediately wire you how to proceed in organizing a negro registry for that city. A more detailed memorandum on this subject will be sent you shortly.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION
613 G Street, N.W
Washington, D.C.

November 6, 1918.

FROM: James Ford, Manager, Homes Registration and Information Division.

TO: Field Agents.

SUBJECT: Negro Registries

In accordance with my memorandum of October 31st, I am enclosing herewith a copy of the detailed memorandum referred to on the Establishment of room registration offices for dealing with colored people in cities, submitted by Dr. Haynes, Director of Negro Economics.

Very truly yours,

JAMES FORD

Manager, Homes Registration and Information Division.

MEMORANDUM.

TO: Dr. James Ford, U. S. Housing Corporation
FROM: The Director of Negro Economics
DATE: October 31, 1918
SUBJECT: Establishment of room-registration offices for dealing with colored people in cities.

Following our conference of Saturday, October 26, 1918, with reference to the cooperation of this office with the Home-finding Section of the U. S. Bureau of Industrial Housing and Transportation under your direction, I am pleased to present the following statement for your information and approval:

1. On plans approved by the Secretary, Negro Workers' Advisory Committees have been organized in Florida, Georgia, Mississippi, North Carolina, Kentucky, Virginia and Ohio. Similar committees are in process of organization in Illinois, Tennessee, New Jersey, Missouri and Louisiana. Local Negro Workers' Advisory Committees are being organized in the principal cities and counties of these states where there are considerable numbers of Negroes. In Florida, Georgia, Kentucky and Virginia, these advisory committees have formal working arrangements with the Councils of Defense, and similar arrangements are planned wherever feasible. We have Supervisors of Negro Economics who are colored men of efficiency and character in nine states. These supervisors have been very carefully selected to advise and cooperate in the work of the several divisions of the Department in their respective states wherever such work manifestly or directly affects Negroes. Through this plan, therefore, we are in close touch with very reliable and able colored people, in all the principal cities, or are able to get in touch with such persons in all the principal cities where you would probably have need of special home-registration work for colored people, judging from the names of the cities already given me.

The names and addresses of these state Supervisors of Negro Economics, with official stations, are as follows:

W. O. Armwood, 130 Hagan St., Jacksonville	FLORIDA
H. A. Hunt, 151 Auburn Avenue, Atlanta	GEORGIA
Forrester B. Washington, 116 N. Dearborn St., Chicago	ILLINOIS
J. C. Olden, U.S. Employment Service, Meridian	MISSISSIPPI
William M. Ashby, 9 Franklin St., Newark	NEW JERSEY
Charles E. Hall, 74 E. Gay St., Columbus	OHIO
T. C. Erwin, 1204 No. 34th St., Richmond	VIRGINIA
William Jennifer, 297 St. Antoine St., Detroit	MICHIGAN
Dr. A. M. Moore, (Special Agent). Durham	NORTH CAROLINA

We have, also, Chairman of State Negro Workers' Advisory Committees, who have also been chosen with great care. Their names and addresses are as follows:

Pres. N. B. Young, A. & M. College, Tallahasee	FLORIDA
Dr. D. W. Sherrod, Meridian	MISSISSIPPI
Dr. S. G. Atkins, State Normal School, Winston-Salem	NORTH CAROLINA
Pres. John M. Gandy, State Normal School, Petersburg	VIRGINIA

Permanent chaimen for the committees in other states are not yet appointed. We can furnish names and addresses of ouunty and city chairmen also for many localities.

Other states are being organized and supervisors are being appointed as rapidly as the circumstances justify. We are therefore prepared to give your field agents active cooperation through these persons at Pittsburgh, Pa., Richmond, Norfolk and Newport News, Va., Charleston, W. Va., Atlanta, Ga., and Pensacola, Fla., and it is probable that as your work develops our organizations will have relatively developed so that our assistance may be available to you at many other points.

2. I advise the following line of procedure for establishing contact between the Negro people and your home-finding program.

a. That each of your field agents be furnished with a copy of this memorandum or its contents.

b. That wherever time allows and one of your agents plans to take up the question of the registration of colored homes in any city that he write either to the state Supervisor of Negro Economics of the Chairman of the Negro Workers' Advisory Committee and ask him for the names and addresses of the homes of suitable colored persons in that city.

c. That upon going to such a city, colored persons so chosen be interviewed and made advisers in the first steps of approaching the colored people on this matter.

I advise this in view of the fact that (I) it will save fuplication of machinery, and (II) in any effort of the Department which involves use of local persons it is imperative that the particular persons be selected with a knowledge both of their character and of local conditions. We have been making a special effort to get the men and women on whom dependence can be placed. I shall write each one of our supervisors and chairmen on this matter and ask him, if called upon, to give special care to the question of each individual whose name may be suggested to your field agents.

3. Again, I am of the opinion that on matters of recommendations of personnel, community contact, and race relationships. it would be well for your field agents to defer to the judgment of

these state supervisors of Negro economics who are men under oath and on the payroll of the Department, who have traveled over the state, and who are thoroughly familiar with the many problems involved.

Should you think will of looking to them for this service, this office will be glad to arrange for them to meet your field agents in the cities where work is to be started, in order to assist them in the first steps, provided ample notice is given and, and that the U. S. Housing Corporation make arrangements for transportation, per diem expenses for subsistence, and other necessary and actual expenses during the time of such visits.

Respectfully,

George E. Haynes.
Director of Negro Economics.

GEH:JCB.

JUN 18 1919

To: Dr. James Ford, Mgr., U. S. Homes Registration Service, U. S. Department of Labor, 613 G St. N.W., Washington, D. C.

Ford

From: Fred D. McCracken, Field Agent, U. S. Homes Registration Service.

Subject: Official visit, Duluth, Minnesota, June 9th to and including June 13th, 1919.

During the summer and fall of 1918 the housing situation in Duluth was very critical and the city and suburban towns thoroughly saturated with war workers employed in the mills and factories on government war contracts. There were several hundred Negroes brought in and employed in the mills. No provision was made for housing them and from reliable information gathered, the conditions under which they were compelled to live was deplorable and caused a large turn-over of labor. Many of the Negroes brought their families but owing to the lack of housing facilities soon left for other cities.
With the approach of cold weather and the signing of the armstice a large per-cent of the new-comers left Duluth. The mills and factories reduced their running capacity to a minimum and today very few Negroes are employed in the industrial plants in Duluth. This situation has relieved the housing condition, some what. However, there are many Negroes in Duluth and West Duluth compelled to live in unsanitary houses and from this, suffering by the lowering standards of living.

HOMES REGISTRATION SERVICE: There was no responsible organization among the Negroes of Duluth that could handle Homes Registration Service. I conferred with Mr. Prince, the very efficient and courteous Secretary of the Duluth Commercial Club on homes registration. He stated that the Commercial Club had some sort of a registration service and was inefficient. However, at this time he could not see his way clear to install our service as it was difficult to get funds to carry out their program already adopted.
The Acting Secretary of the Y.W.C.A. stated that homes registration was greatly needed but she was unable to give any assistance as she was running her institution at this time short of help.

Own Your Own Home Campaign: I visited the headquarters of the Own Your Own Home Committee. The Committee is now organizing and expect to carry on a vigorous campaign. I conferred with Mr. Armstrong, Secretary-Treasurer of the Committee, Glencoe Bldg., as to financing homes for Negroes. I was assured by him that no discrimination would be made and that Negroes would be given the same consideration as any other citizen.
I then conferred with Mr. N. J. Upham of the N.J.UPham Co., Providence Bldg., who is now organizing a Building and Loan Association. He also assured me that his Company or Association would give Negroes every consideration possible to own or build homes.

The Zenith Co-operative Ass'n., is a Negro enterprise organized several years ago, operating in real estate and loans. For awhile it was very successful and profitable. However, for the past year or more has not been very active. I held several conferences with its Secretary, R.C.McCullough, Atty-at-Law, 501 Columbia Bldg., and with individual members and plans are now being made to renew its activity and again engage in active business. The members of this organization are all men of good character and realize now the Association can be of great help to the Negroes of Duluth.

Housing and Living Conditions: The Civic League of Duluth, Geo. Adams, Secretary, P.O., is a very strong organization among the Negroes. This organization attempted to remedy housing conditions at West Duluth and in Duluth last summer and fall. This particular phase of the League work will receive vigorous attention hereafter.

Colored Women Club of Duluth:I also went over the subject of better housing and higher standards of living with Mrs. J. D. Mobley, 917 East 6th St., Duluth, a very prominent and active member of the Colored Women's Club. She stated that her Club was sincerely anxious to tackle this problem in the strongest possible way and wanted some advice and information as to a program of work. I complied with her wishes and the matter will be taken up for discussion and adoption at the meeting of the Club on Thursday next.

VISIT TO MINNESOTA STEEL CO:I also visited West Duluth and conferred with Mr. Hutter, Industrial Manager of the Minnesota Steel Co. He stated that he knew the very bad conditions under which the Negro employees of his plant had been compelled to live. But the situation was such last year that nothing could be done. However, he stated that the Company had in view a building project for its Negro employees if the war had existed much longer; his concern was only experimenting with Negro labor and until the experiment had been fully tested showing the stability of the Negro in such a severe winter climate as Duluth it would have been unwise to build a community for this particular group. He also stated that from his own view point the Negro made good in his plants and if the occasion should demand a big increase in the plants with any degree of permanency he would again employ Negroes and provisions would be made for the proper housing of them.

On Thursday evening June 12th, I delivered an address before a large audience at the A. M. E. Church covering the following points:Better Housing, Higher Standards of Living; Thrift, Care of Property as to painting and keeping their homes in good condition and also strongly urging them to take part in every civic movement that means a cleaner and better city; also urging them to take advantage of the terms and conditions to Own Their Own Home through the Committee and through the N. J. Upham Company.
I inclose clipping from the Duluth NEWS-TRIBUNE as to my address.

Dated June 14th and
respectfully submitted.

Fred D. McCracken
Field Agent, U.S.Homes Registration
Service.

p-4

At St. James Church—Pastor Anderson back to business.

Lifting as We Climb

THE HELPER

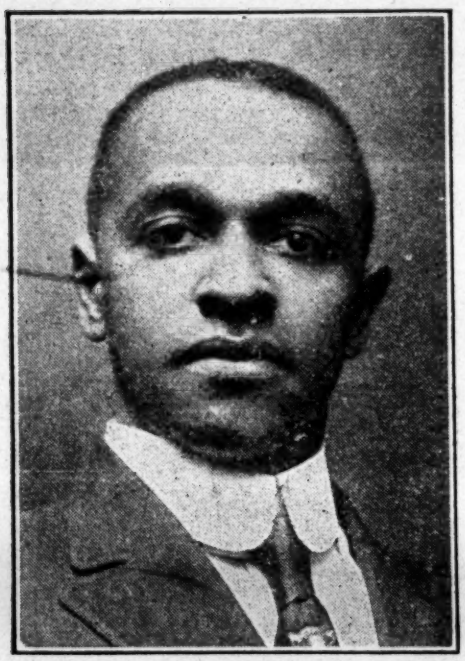
Be a Helper Now

In Memory of Amanda Smith

Vol. 5, No. 9 St. Paul, Minn., June 15, 1919 By Carrier 2 Cents $1.00 Per Year

Application has been made for entry as second-class matter at St. Paul Postoffice, Minn.

BE A HELPER



F. D. McCRACKEN.

EXTRACTS FROM McCRACKEN'S ADDRESS RECENTLY DELIVERED.

To Hon. W. B. Wilson, Secretary of Department of Labor, credit must be given for humanizing industries, and employes are now no longer used simply as cogs in the industrial machinery. The health, comfort and high standard of working conditions are now receiving consideration of industrial concerns, which means a cure for labor's unrest.

We have made good in the fields and in the shops under the wise guidance of Dr. George E. Haynes, Director of Negro Economics.

The town of Truxton, Va., built by the Department of Labor for our navy employes at Portsmouth cost the government about $800,000. It will be a model community. Nothing is lacking to make it a model town.

The captains of Northern industries now realize the true worth of our particular group as a source of labor supply.

The influx from the South will probably be a million in the next two years. It is highly important that our citizens give these new comers a hearty welcome and sympathetic guidance in order to make them desirable factors in their localities.

We must realize that it is just as important for man to live under favorable conditions as it is to secure good employment. A good home means that 95 per cent of the social ills are cured.

BE A HELPER

We must organize, economize and fraternize. One man with one hundred dollars cannot produce much, but one hundred men with a hundred dollars can finance any business or commercial project.

S. James' Doings

Dr. Clare E. Ames fitted into our work admirably in the absence of Dr. Anderson, and to "Big Brother" Hall he gave the credit of giving him what he considered the "best introduction he had ever had." He made a splendid impression on the children—old and young, and left the feeling that we would be glad to have him repeat at any time and often. He was "greatly pleased with the close attention of the children."

The services were splendidly executed as per program. The following children were "read" into the cradle roll by Mrs. Alice Jackson:

Wardruff Mills.
Evadness Bradshaw.
Harriet Della Cage.
William Lloyd Maxwell.
Thomas Neils.
Delois Margaret Ranson.
Nannie Berdella Irvin.
Emma Louise Coleman.
George Berry.
Richard Stokes.
Catherine Blair.
Ella May Blair.
Ethel Hudson.
Aldonia Princess Brown.
Alberta Victoria Brown.
Gaynelle Taylor.

THE WOMEN TO THE FRONT IN ANNUAL MEETING.

The Minnesota Federation will hold its fourteenth annual session June 25 and 26 at Pilgrim Baptist Church, Summit avenue and Cedar street. Mrs. Ethel Maxwell will preside. Arrangements are being made to have this the banner session.

GRADUATES.

The 8th Grade.

Evelyn Rogers, Elsie Richardson, Earl Wilkins, Louise Howard, Josephine Tatum, Alice Bean, Albert Kennedy, Hector Vassar, Anita McFarland, Agnes Gardner, Thelma Williams.

High School.

Mildred Sisemore, Isabella Cook, Roy Wilkins, Peavey Johnson.

Mr. F. D. McCracken has gone to Duluth in the interest of the Department of Labor after having thoroughly looked us over at home for the same department. He is doing a commendable and needed work.

A CORRECTION.

Mrs. L. E. West is conducting the lunch room in the rear of the Twentieth Century Barber Shop, Pool Hall and Barber Shop.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION.

TRAVEL AUTHORIZATION. DATE June 28th, 1919

TO: Fred D. McCracken

Field Agent (Title)

You have been directed to proceed to Chicago, Ill.

starting June 30 (date) Returning _____ (date)

For the purpose of ~~making special investigation as to plan~~

~~Chas. R. Bixby for the housing of Negroes in Chicago.~~

J. Ford
Chief of Department.

This authorization to be executed in duplicate, the original of which must be attached to expense account and duplicate to be retained by Division Head.

#1236.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION.

TRAVEL AUTHORIZATION. DATE June 20, 1919

TO: Fred D. McCracken,

Field Agent, (Title)

You have been directed to proceed to Chicago, Ill., Cleveland, Ohio, and thence to Washington, official station.

starting June 23rd (date) Returning (date)

For the purpose of inspecting U. S. Homes Registration service offices and further instructions as to the work of the service.

J. Ford
Chief of Department.

This authorization to be executed in duplicate, the original of which must be attached to expense account and duplicate to be retained by Division Head.

#1236.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION.

TRAVEL AUTHORIZATION. DATE June 16th, 1919

TO: Fred D. McCracken

Field Agent, U.S.H.R.S.
(Official Title)

You have been directed to proceed to Omaha, Nebr/,

starting June 16th (date) Returning _____ (date)

For the purpose of ~~organizing canvass of vacant rooms~~, dwellings and apartments and stimulating interest among the Negroes in Own Your Own Home campaign.

J Ford
Chief of Department.

This authorization to be executed in duplicate, the original of which must be attached to expense account and duplicate to be retained by Division Head.

#1236.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION.

TRAVEL AUTHORIZATION. DATE June 13th, 1919

TO: Fred D. McCracken,
Field Agent, U.S.H.R.S.
(Official Title)

You have been directed to proceed to St.Paul-Minneapolis

starting June 13th, 1919 (date) Returning _____ (date)

For the purpose of purpose of getting further consideration in organizing canvass of vacant buildings, dwellings and rooms and stimulating interest in the Negroes to own their own homes in St. Paul and Minneapolis; also to confer with Mr. Otto Davis and Dr.Aronovici.

J Ford
Chief of Department.

This authorization to be executed in duplicate, the original of which must be attached to expense account and duplicate to be retained by Division Head.

#1236.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION.

TRAVEL AUTHORIZATION. DATE June 10th, 1919

TO: Fred D. McCracken,

Field Agent
(Official Title)

You have been directed to proceed to ~~Duluth, Minn.~~

starting June 10th, 1919 (date) Returning _____ (date)

For the purpose of ~~organising canvass of vacant rooms,~~ dwellings and buildings and stimulate ~~Own Your Own Home campaign~~ especially among the Negroes.

J Ford
Chief of Department.

This authorization to be executed in duplicate, the original of which must be attached to expense account and duplicate to be retained by Division Head.

#1236.

James Ford

June 21, 1919

Mr. Fred D. McCracken
Field Agent, U.S.Homes Registration Service
c/o Mrs. Minnie Galloway
Olivet Baptist Church
31st and So.Park Avenue
Chicago, Ill.

No appropriation for field agents after June thirty
You are entitled to a vacation until then but it would be appreciated
if you would do necessary work in Chicago,Cleveland, Youngstown. Induce
registries to continue Stop Department of Labor will try to arrange to con-
tinue registration service.

James Ford

June 26, 1919.

Mr. Fred D. McCracken,
Field Agent, U. S. Homes Registration Service,
Washington, D. C.

Dear Mr. McCracken:-

Owing to the fact that no appropriation is available for continuance of the work of the U. S. Homes Registration and Information Division after June 30, 1919, it will be necessary for us to release you from service with the United States Housing Corporation after that date.

I wish to express to you my deep appreciation of the efficient service you have rendered as field agent of this division and further loyal cooperation which you have shown in performing the duties to which you have been assigned.

Yours very truly,

UNITED STATES HOUSING CORPORATION.

JAMES FORD
Manager, Homes Registration and
Information Division.

JF/2

Copy to Mr. L. K. Sherman

Omaha, Neb/, June 20th, 1919

JUN 23 1919

Ford.

Dr. E. L. Schaub,
U.S.H.R.S.,
613 G St/ N. W.,
Washington, D. C.,

My dear Dr. Schaub:

Your letter just received and I was very glad to get it with the enclosurers relative to the Chicago office. I believe that we will be able to get good returns from that office.
I appreciate very much your interest in my behalf and sincerely believe that you fully realize and appreciate my situation.
I wired you yesterday as to Des Moines. I do not believe the situation in Des Moines is such to demand my attention. From my personal visit in Duluth, St. Paul, Minneapolis and here in Omaha, I find the situation not acute as to housing. Of course, there is a shortage of houses in all of these cities. However, these cities are not much industrial centers but agricultural gate ways and many from these cities have been lured to the farms by the high rate of wages now paid by farmers. This situation has relieved the congesting in the cities in Iowa, Minnesota and Nebraska. I find the greatest need for our service is in the industrial cities of Ohio, Illinois, Pennsylvania and the east.

Knowing the situation as I do I believe it would be to our best interest for me to return east, stopping for a few days in Chicago, thence to Cleveland as requested by Mrs. Hobart of the Homes Registration Service and also to attend the annual convention of the National Association for the Advancement of Colored People; thence to Youngstown for a day and arriving in Washington on Saturday morning, June 28th, so as to be able to see you for a few moments before you leave on your vacation. I can then visit, Baltimore and other offices of the homes registration service in the east after conference with Dr. Haynes.
I deliver an address tonight, before the Negro Business-men's League of Omaha tonight on Own Your Own Home campaign, thrift, higher standards of living, etc/ I will leave Omaha Saturday night for Chicago. Telegram will reach me 116 N. Dearborn St/, c/o F.B.Washington, Chicago, Ill/ MARKED HOLD; Letter will reach me on Wednesday at Cleveland, c/o Mrs. Hobart, etc/, and on Youngstown, Ohio, c/o 617 Dollar Bnk/ Bldg/, MARKED HOLD for Thursday. Of course, this is presuming that you agree that I shall not stop off at Des Moines.

Very truly,

Fred H. McGracken

June 17th, 1919.

Mr. Fred D. McCracken,
General Delivery,
Omaha, Nebraska.

Dear Mr. McCracken:

Herewith I am enclosing, for your information, a copy of a letter which has to-day gone out both to Mr. Washington and Mrs. Galloway.

Even before receiving your report of June 13th, with the attached letter notifying me of your resignation, I had of my own initiative recommended that your salary be increased very materially. In fact, you may by this time have learned directly from Dr. Haynes as I mentioned this fact to him in a telephone conversation.

A very strong recommendation for a substantial increase to take effect as of July 1st has been put into the hands of the proper committee and I hope that it will receive favorable consideration.

As conditions are now shaping themselves, it will not be necessary for you to hasten your return to Washington, although I would like to have a conference with you before I leave for my vacation, which I now expect to do on June 28th. I would suggest that you arrange a schedule which will occupy your time until about that date, including stop overs at Chicago, Cleveland and Youngstown, to give further stimulus and instructions with reference to the work that you started in these cities.

Very truly yours,
UNITED STATES HOUSING CORPORATION,
JAMES FORD,
Manager, Homes Registration
and Information Division.

By

Chief, Section of Home
Registration Service.

H.S/EEE.

OFFICE MEMORANDUM.

TO: DR. JAMES FORD

FROM: EDWARD L. SHRAUB.

DATE: JUNE 17, 1919.

When Mr. Fred D. McCracken was appointed Field Agent of the U. S. Homes Registration Service, his salary was fixed at a very low figure, namely, $1400 per year. The work which Mr. McCracken has done, however, has been of a most conscientious and efficient sort. Mr. McCracken is untiring in his efforts and he succeeds admirably in imparting his enthusiasm for improved housing conditions to representative individuals of his race wherever he comes into contact with them. More than any other Field Agent he gives over his evenings and Sundays to the promotion of our work through addresses to social, philanthropic or religious organizations. He has commanded respect of the leading colored people wherever he has gone. Herewith I attach a memorandum in which Dr. Haynes, Director of Negro Economics quotes from a letter written by the Supervisor of Negro Economics for the state of Ohio. Mr. Forrester B. Washington the state supervisor of Negro Economics for Illinois, has indicated a similar appreciation of Mr. McCracken's work. I have personal knowledge, moreover, of the fact that Mr. McCracken has impressed very favorably also committees in charge of our white registries.

Under the date of June 16th, Mr. McCracken offers his resignation as Field Agent on the ground that the salary he receives is inadequate for a man with a family. I believe this to be absolutely true and I am also very strongly of the opinion that the salary which Mr. McCracken at present receives is far from corresponding with the services which he is rendering. There is a very particular need for housing improvements in the case of negro workers and it would be very difficult indeed, if not impossible, to find a person at any price who could accomplish more than Mr. McCracken has done. I feel that we should make every effort to retain his services and I would very strongly urge that his salary be placed at $2,000 (or, at a minimum, $1800) as effective July 1st.

June 19, 1919.

Mr. Fred D. McCracken,
Field Agent, U. S. Homes Registration Service,
304 Flemrauss Bldg.,
Omaha, Neb.

DO NOT START SERVICE IN OMAHA. VISIT DES MOINES IOWA AND OTHER CITIES ON YOUR LIST

EDWARD L. SCHAUB.

Mr. Fred D. McCracken,
Field Agent, U. S. Homes Registration Service,
304 Glenrauss Bldg.,
Omaha, Neb.

June 20, 1919.

PROCEED TO CHICAGO THENCE TO CLEVELAND AND YOUNGSTOWN.

EDWARD L. SCHAUB.

JUN 14 1919
Ford
Ans
File
Index

To: Dr. James Ford, Mgr., U.S. Homes Registration Service,
U. S. Department of Labor, 613 G St. N.W., Washington, D. C.

From: Fred D. McCracken, Field Agent, U. S. Homes Registration Service.

Subject: Supplemental to report, entitled, "Official Visit to St. Paul, Minnesota," dated at St. Paul, Minn., June 7th, 1919.

I was informed on Sunday June 8th, that the Red Cross Society of St. Paul, was having some difficulty in providing lodging accommodation to stranded Negro soldiers. After a conference with Mr. Daily of the Red Cross Society and with Mr. S. Edw. Hall of the Helpers organization, I immediately made inspection of several lodging houses and recommended to Mr. Daily and Mr. Hall a rooming house operated by Mr. R. C. Coleman, No. 7 E. ~~Sixx~~ 3rd St. The rooms in the place are large and airy and with ample hot water at all times for bath.

Respectfully submitted June 11th, 1919,
~~SixxPaul~~, Minn.
Duluth,

Fred D. McCracken
Field Agent, U.S.H. R.S.

PERMANENT RECORD

June 14th, 1919.

Mr. Fred D. McCracken,
410 Court Block,
St. Paul, Minn.

My dear Mr. McCracken:

I am enclosing herewith your salary check; also some mail that has just been returned to us from Chicago as unclaimed. The difficulty in this matter arises solely from the indolence of the stenographer who omitted Mr. Washington's street address. This explains why you did not get the script books sent you in care of General Delivery, St. Paul.

Very truly yours,

U. S. HOUSING CORPORATION,

JAMES FORD,
Manager, Home Registration
and Information Division.

By

Chief, Section of Homes
Registration Service.

Enclosures.

ES/MMM.

EMP. I

IN ANSWERING REFER TO

No.

U. S. DEPARTMENT OF LABOR

U. S. EMPLOYMENT SERVICE

116 North Dearborn Street
Chicago, Illinois
June 10, 1919

Bureau of Indexed
JUN 16 1919
Indexed

From: Supervisor of Negro Economics in Illinois.

To: Mr. Fred McCracken, Field Agent,
U.S.Homes Registration Service,
410 Court Block,
St. Paul, Minn.

Subject: Use of franking privilege by Mrs. Galloway

Mrs. M. McCoy Galloway, who is in charge of the Free Labor Bureau which is handling the Homes Registration Service until such time as the city or some other organization takes it over, has inquired from me as to whether she cannot have the franking privilege.

Can I give her franked envelopes until such time as the Homes Registration Service will send her some, or must she be made a one dollar a year woman?

She claims that unless she spends her personal funds the Service is hampered by the lack of postage facilities.

Please inform me on this point as soon as possible.

Respectfully,

Forrester B. Washington.
Supervisor of Negro Economics in Illinois

FBW:bh

St. Paul, Minn., June 14th, 1919

Dr. E. L. Schaub,
U.S. Homes Registration Service,
Department of Labor,
903 G St. N.W.,
Washington, D. C.,

My dear Dr. Schaub:

I want to thank you for your kind letter of commendation of my efforts in behalf of your service. I fully realize my responsiblilities and try my utmost to render as faithful and as efficient service as possible. I have been rather disappointed in a way as to the result of my visit in the Northwest. However, I feel that I have accomplished something in behalf of the Negroes of the Northwest by awakening in them a sense of responsibility as citizens of this great country. It is their duty to own homes, help beautify the city and to foster every movement of a civic nature that leads to a higher standard of living.

I inclose letter from Fostter B. Washington, Supervisor Negro Economics for Illinois, which explains itself. I strongly recommend Mrs. Galloway for a Dollar a year employee and permitting her the use of the franking privilege for official business. Please write Mrs. Galloway and also Mr. Washington without delay. She is a very worthy woman.

I am today forwarding to Dr. Ford, Through Dr. George E. Haynes, Director Negro Economics, 811 Dept. of Labor Bldg., my resignation to take affect on or before July 15th next for the reason that the salary I now receive is inadequate for a man with a family. I sincerely regret this situation and only wish that it might be possible for me to remain in the service and would gladly do so if substantial increase in salary could be allowed. If you feel that it is best for me to immediately return to Washington, stopping off for a day or two at Chicago, Cleveland and Yougnstown, without going to Omaha, Please wire me at once as I plan to leave for Omaha Tuesday night next.

Very truly,
Fred D. McCracken
Field Agent, U.S.H.R.S.

St. Paul, Minn., June 7th, 1919

Dr. Edward L. Schaub,
U.S. HOmes Registration Service,
613 G St. N.W.,
Washington, D.C.

Dear Dr. Schaub:

About two weeks ago I wrote requesting two scrip books and the same has not been received. I would appreciate if you would forward the same without delay.

Very truly,

F.D. McCracken,
U.S. Field Agent, Homes Registration Ser.

Ford Schaub

Letter rec'd and referred to Mr. Fry, Office section 6/10

June 11, 1919.

Mr. Fred D. McCracken,
General Delivery,
Duluth, Minn.

My dear Mr. McCracken:-

Your report and your communication of July 9th have just reached me. Under separate cover you will receive the envelopes requested. I have asked the Fiscal Division to send you two script books in care of General Delivery, Duluth. These will go out this afternoon by registered mail. The two script books which were sent to you at General Delivery, St. Paul were yesterday returned to us.

I enclose herewith several copies of a recent memorandum.

Very truly yours,

UNITED STATES HOUSING CORPORATION
JAMES FORD
Manager, Homes Registration
and Information Division.

By:

Chief, Section of Homes
Registration Service.

HLS/HB

June 9, 1919.

Mr. Fred D. McCracken,
Field Agent, U. S. Homes Registration Service,
General Delivery, Duluth, Minn.

Dear Mr. McCracken:

Your reports of June 5th and 6th, with their attached papers, have reached us. We are decidedly interested in the developments as they are shaping themselves both in St. Paul and in Minneapolis. Your work in these two cities is obviously of the same high quality as that in the other places which you have visited. You will be pleased to note from the enclosed summary of reports that the registry in Youngstown has begun to make placements. The report for May 31st which Mr. Tocus has just sent records seven applications filled during that week. There can be no doubt concerning the very great significance of the work which you are doing and its bearing upon the general welfare of the colored population. We are delighted that you are attacking the housing problems with such zeal and success and, on the other hand, we would congratulate you on the exceptional opportunity you have of devoting your energy to a cause so pressing and so worth-while.

We should be glad for you to arrange your schedule in such a way as to be back in Washington, if you conveniently can, within about a fortnight for further conference and for the formation of future plans.

Very truly yours,

UNITED STATES HOUSING CORPORATION
JAMES FORD
Manager, Homes Registration
and Information Division.

By:

Chief, Section of Homes
Registration Service.

HLS/HB

June 6, 1919.

Mr. Fred D. McCracken
410 Court Block,
St. Paul, Minn.

Dear Mr. McCracken:

We have been so short of help in the office that I have been unable to reply until today to your inquiry concerning the advisability of going to Omaha. My impression is that, after having finished your work in St. Paul, Minn., and having proceeded to Duluth - unless you have in the meantime received information making the Duluth trip unnecessary - you had best go to Omaha and from there can work back to the east. As you request, I am returning correspondence which passed between you and Mr. Parker.

Very truly yours,

UNITED STATES HOUSING CORPORATION

JAMES FORD

Manager, Homes Registration &
Information Division.

By:

Chief, Section of Homes
Registration Service.

ELS/HB

St. Paul, Minn., June 2, 1919

S 6/6

Dr. E. L. Schaub,
U.S. Homes Registration Service,
U. S. Department of Labor,
613 G. St. N.W.,
Washington, D. C.,

Dear Dr. Schaub:

Today I had a conference with the Asst. Exec. Secy. of the St. Paul Ass'N. of Commerce, who is also in charge of the campaign for "Own Your Own Home." He was some what impressed with our service but doubted much if there is any real need for it here at this time. Howeverr, he finally agreed to call his committee, which has charge of all housing matters in St. Paul, for a meeting on Thursday afternoon next and requested me to be present and out line the proposition. He assured me that St. Paul would do whatever might be necessary but he personally felt that there were ample houses for rent at this time. Everything heads in to him in this line. There was a shortage but he felt that it had been relieved some what.

Dr. Aronovici is in Atlantic City but I conferred with his assistant who stated that there was a need for our service. I am to meet the Exec. Secy. of Y.W.C.A. tomorrow. I will also go over to Minneapolis tomorrow or Wednesday. I have requested information as to Duluth. These Northern towns are not in the shape they were last fall for rooms and houses due to many of the plants closing down that were on war contracts.

I inclose letter from Omaha which explains itself. Please inform me whether you feel as though I had better go that far west. Please return letter.

I also inclose letter sent to me by mistake.

Very truly,
Fred L McCracken
Field Agent, U.S.H.R.S.

May 29, 1919.

Mr. Fred D. McCracken,
Field Agt., U.S.Homes Reg. Service,
410 Court Block,
St. Paul, Minn.

Dear Mr. McCracken:

The advertising material ordered in your letter of May 26th goes out today to Mrs. Galloway. I am pleased that they are prepared to pay attention to the matter of publicity.

Should you run across information which would be of interest to the general public, please let me have it for use in the preparation of news items.

Yours very truly,

UNITED STATES HOUSING CORPORATION
JAMES FORD,
Manager, Homes Registration &
Information Division

By:

Chief, Section on Homes
Registration Service

ELS/AES

May 25/19
Chicago. Ill.

Ford 5/29
Schaub

MAY 29 1919
Also Wrote
No. Ans. | File

Geo. E. L. Schaub: 613 D. St N.W. Wash. D.C.
From Fred D. McCracken
Dear Mr Schaub: just a line. The unit received today & have instructed canvassers & prospects. Tomorrow Tuesday I will spend day with manager in the office instructing her as to details:
I plan to leave here Wednesday night May 28 or Thursday the 29th for St Paul.
Will make final report as to Chicago tomorrow.
Please send at once to Mrs. Galloway, % Olivet Baptist Church, 31st & South Park Avenue, Chicago, Ill; the following supplies at once: 200 - Form R. S. 27
500 - - - - - 53
200 - - - - 51
300 "cards," Better homes means better citizens, etc.
500 - Form R-S-I
300 Large Display cards.
Please have forward at once.
Fred D. McCracken

May 28, 1919

Mr. Fred D. McCracken,
410 Court Bldg.,
St. Paul, Minn.

Dear Mr. McCracken:

Your reports of May 24th and May 26th are here. It so happens that Mr. Bixby is in the office today and I have called to his attention the fact that Miss Richardson would be glad to confer with him on the matter of a registry.

Mr. Bixby in turn, tells me that at your next opportunity you should aim to see Mr. L. M. Smith, a prominent real estate dealer at the corner of Oakwood Boulevard and Cottage Grove. Mr. Bixby feels that Mr. Smith will be able to give you a great deal of valuable information concerning the housing problem of Chicago as it effects the colored population.

Very truly yours,
UNITED STATES HOUSING CORPORATION
JAMES FORD
Manager, Homes Registration
and Information Division

By
Chief, Section of Homes
Registration Service.

RLS*B

May 26, 1919

Mr. Fred D. McCracken, Field Agent,
C/o F. B. Washington,
Chicago, Ills.

Dear Mr. McCracken:

We have received today your very gratifying report concerning the prospects of the colored registry in Chicago. I would congratulate you on your work there.

Herewith I am sending you a copy of the letter which, following your suggestion of May 24th, I am today sending to Mrs. Rowe. My first letter to her was designed to cover merely the more generally phases of our work, it being my impression that you had probably discussed the values of a central listing bureau. I hope that my letter of today will supplement the one of Thursday, in sufficient detail to be of value. As requested, I shall ask the Fiscal Division to send you two scrip books. These will be mailed C/o General Delivery, St. Paul, Minn., Inasmuch as it will come by Registered Mail and you can get them more certainly than if they were addressed at 410 Court Bldg., since you might not be at the latter place when the mailman calls. Until we hear from you to the contrary, we shall address you at 410 Court Bldg., St. Paul, Minn.

Very truly yours,
UNITED STATES HOUSING CORPORATION
JAMES FORD
Manager, Homes Registration
and Information Division

By

Chief, Section of Homes
Registration Service.

ELS*B
Enc.

May 24, 1919

Mr. Fred D. McCracken,
C/o Mr. F. B. Washington,
116 North Dearborn St.,
Chicago, Ills.

Dear Mr. McCracken:

Herewith I am sending you a copy of a letter which Mrs. Hobart has addressed to you in our care. Perhaps you can deal with the matter to a certain expent by correspondence. Unless the matter is more urgent than would appear on the face of it, it would scarcely pay to interrupt your work in Chicago or even to go back to Cleveland, before proceeding to St. Paul. If you think otherwise and believe that youshould visit Cleveland, before going to St. Paul, please wire us.

In a letter which we have just received from Mr. Beach, a new field agent, the statement is made that the difficulties arising from the enforced presence of colored people in white neighborhoods in Chicago, as a result of inadequate housing in the district formerly occupied by negroes, is a cause for great apprehension. Mr. Beach states that this expresses the opinion of Mr. Washington, as well as of himself. Have you come to any conclusions with reference to this matter?

Very truly yours,
UNITED STATES HOUSING CORPORATION
JAMES FORD
Manager, Homes Registration
and Information Division

By

Chief, Section of Homes
Registration Service.

RLS*B
Enc.

May 23, 1919.

Mr. Fred D. McCracken,
Field Agent, U.S.Homes Reg. Service,
Chicago, Ill.

Dear Mr. McCracken:

I am enclosing herewith copies of two recent news releases which I have prepared. These will be sent out within the next few days to all chairmen and managers of registries.

I am also enclosing a sample of a new card for use by the local registries in referring applicants to other agencies, which I believe will prove useful, and at the same time bring the U. S. Homes Registration Service to the attention of others in a rather unique way and give us ahlittle helpful advertising.

You will find enclosed also a new poster. Please bring both the cards and the posters to the attention of the local registries, and urge upon your committees the importance of making the utmost use of all forms of publicity. The posters and cards are both available and we are prepared to fill requests for these forms in whatever quantity is required.

Yours very truly,

UNITED STATES HOUSING CORPORATION,
JAMES FORD,
Manager, Homes Registration &
Information Division

By:

Chief, Section on Homes
Registration Service.

FP/AEB
Encls.

Note to Dr. E. L. Schaub, U.S.H.R.S.,

From F.D. McCracken, Field Agent, U.S.H.R.S.

Ford Schaub

In recent letter you stated that you were sending me one dozen buttons. The same have not arrived.

Am leaving tonight for Chicago as matters are in good condition here and will stop on trip to Washington.

Please send salary check to me, 116 N. Dearborn St., c/o Forrester B. Washington, Chicago, Ill.

Expense check can go as directed in voucher.

Very truly,

Fred D. McCracken

May 22, 1919

Mr. Fred D. McCracken,
Field Agent, U. S. H. R. S.
C/o F. B. Washington,
116 North Bearborn St.,
Chicago, Ills.

Dear Mr. McCracken:-

At the end of an extremely busy day I have finally gotten around to the letter which I promised you for Miss Rowe. It is an extremely important matter, and I trust that I have sent the sort of statement which is appropriate.

Very truly yours,
UNITED STATES HOUSING CORPORATION
JAMES FORD
Manager, Homes Registration
and Information Division

By
Chief, Section of Homes
Registration Service.

ELS*B

Enc.

MAY 21 1919

Ford J. 5/21

To: Dr. James Ford, Mgr., U.S.H.R. & I. Div., U.S. Dept. of Labor, Washington, D.C.
(Attention Dr. E. L. Schaub)

From: Fred D. McCracken, Field Agent, U.S.H.R.S.,

Subject: Information relative to form 1236.

In body of form, " You have been directed to proceed to": Would it mean each ~~xxi~~ city or cities I visit from the First to and including 15th, and from the 16th to and including the 30th or 31st .; for example, *to St. Paul, or to St. Paul, Duluth, etc. ?

2. Fourth line in body of form, after word "returning, I presume it means the date I return to Washington, D. C., my official station. Of course, that is uncertain at this time.

Respectfully submitted May 19th, 1919.

Fred D. McCracken

Field Agt., U.S.H.R.S.,
116 N. Dearborn St., c/o F.B.Washington,
Chicago, Ill.

May 21, 1919.

Mr. Fred D. McCracken,
Field Agent, U.S.Homes Reg. Service,
Care F. B. Washington,
Chicago, Ill.

Dear Mr. McCracken:

In compliance with your telegram of yesterday, we sent out a unit of cards and six buttons in care of the Olivet Baptist Church, 31st Street and South Park Avenue.

I am very greatly interested in what you report concerning the possibility of introducing the Homes Registration Service into Chicago through the assistance of Miss Louise Rowe, of the Department of Public Welfare. It is now too late for me to write her today, but I will do so the very first thing tomorrow, and, as requested, I will mail the letter to you so that you may transmit it in person. Dr. Ford states that it would be impracticable to ask for the signature of Secretary Wilson.

With reference to your inquiry concerning Form 1236: Please make this out in duplicate in connection with each trip that you make and attach the forms to your expense statements from time to time. For the present, you may keep blank the space immediately following the word "Returning" on the fourth line in the body of the form.

Yours very truly,

UNITED STATES HOUSING CORPORATION,
JAMES FORD,
Manager, Homes Registration &
Information Division

By:

Chief, Section on Homes
Registration Service.

KLS/AES

May 19, 1919.

Mr. Fred D. McCracken, Field Agent,
U.S.Homes Registration Service,
c/o F. B. Washington,
116 No. Dearborn Street,
Chicago, Ill.

Dear Mr. McCracken:

Your reports of May 16th and 17th, with the attached communication to me, are at hand. I am encouraged to hear what you say with reference to the prospects in Chicago. Please do not forget while there to get into touch with Mr. Edw. L. Burchard, 1415 East 57th Street. Mr. Burchard is devoting himself to the interests of the Community Center movement and will doubtless be glad to render to you such assistance as he can.

I regret to learn that your mail has not reached you promptly and that some of your Youngstown letters were mis-addressed. We shall hope that this difficulty is one of the past. It occurs to me, in this connection, to inquire whether you ever received the war service button of the Corporation which I sent you a couple of weeks ago by registered mail.

On Saturday I wrote you concerning a housing report concerning St. Paul and mentioned Mr. Aronovici's name. In case you have not received this letter, please notify me and I will repeat the information.

Yours very truly,
UNITED STATES HOUSING CORPORATION
JAMES FORD
Manager, Homes Registration
and Information Division

By
Chief, Section of Homes
Registration Service

ELS-AL

May 17, 1919.

Mr. Fred D. McCracken,
c/o F. B. Washington,
116 No. Dearborn Street,
Chicago, Ill.

Dear Mr. McCracken:

Your report of May 15, has reached us. I trust that your energetic efforts in Chicago may meet with success. You will be pleased to learn that we have received a very commendatory report of your work in Cleveland and in Youngstown. Your efforts there have been greatly appreciated.

When you go to St. Paul, you will find the it most helpful to get into touch with Mr. Carroll Aronovici, Director of Social Service, Amherst H. Wilder Charity. Mr. Aronovici has recently published a very illuminating monograph on "Housing Conditions in the City of St. Paul." Should you, by chance, get to the Public Library of Chicago, it might pay you to look over the general contents of Mr. Aronovici's report. In every city, of course, you will work through the agencies developed by Dr. Haynes.

Yours very truly,
UNITED STATES HOUSING CORPORATION
JAMES FORD
Manager, Homes Registration
and Information Division

By

Chief, Section of Homes
Registration Service

HLS-AL

May 14, 1919.

Mr. Fred D. McCracken,
Field Agent, U.S.Homes Reg. Service,
Chicago, Ill.

Dear Mr. McCracken:

Enclosed herewith you will find a supply of forms which, in accordance with the enclosed memorandum from Mr. Sherman, you are instructed to fill out in duplicate in connection with every trip you take. The forms thus made out by you will most conveniently be submitted together with your expense accounts, at which time Dr. Ford can attach his signature.

Yours very truly,

UNITED STATES HOUSING CORPORATION,
JAMES FORD,
Manager, Homes Registration &
Information Division

By:

Chief, Section on Homes
Registration Service.

KLS/AES
Encls.

May 9, 1919.

Mr. Fred D. McCracken,
617 Dollar Bank Building,
Youngstown, Ohio.

Dear Sir:-

Your report of May 7th outlining the excellent work which you are accomplishing at Youngstown has just been received. I am very pleased to note the fine progress your canvassers are making, and to learn that you were successful in securing women of such high character to aid in the canvass and inspection of rooms.

In accordance with your request we are sending you a dozen canvassers' buttons, and hope that these may reach you promptly in order to be of use to you in making the canvass. We are also sending to Mr. Toons 100 cards "Better Homes Means Better Citizens", together with a pad of R. S. No. 1, as requested by you.

Yours very truly,

UNITED STATES HOUSING CORPORATION

JAMES FORD
Manager, Homes Registration and
Information Division.

By
Chief, Section of Homes Registration Service.

May 8, 1919.

Mr. Fred D. McCracken,
Field Agt., U.S.Homes Reg. Service,
Federal Building,
Youngstown, Ohio.

Dear Mr. McCracken:

I read with interest your reports of May 4th, 5th and 6th. In conformity with your request, I have sent to Mr. Bennett information concerning rent profiteering. A copy of my letter to him I herewith enclose.

As soon as details are available concerning the plans of the projected Corporation, mentioned in your report of May 4th, we should be greatly interested to learn of them.

The reports you are sending are most gratifying.

Yours very truly,

UNITED STATES HOUSING CORPORATION,
JAMES FORD,
Manager, Homes Registration and
Information Division

By:

Chief, Section of Homes
Registration Service.

ELS/AES

May 7, 1919.

Mr. Fred D. McCracken,
Field Agt., U.S.Homes Reg. Service,
Youngstown, Ohio.

My dear Mr. McCracken:

I am sending you herewith some material addressed to you at Akron and just returned to us. This emphasizes the importance of leaving a forwarding address whenever you find it possible to do so.

Yours very truly,

UNITED STATES HOUSING CORPORATION,

JAMES FORD,
Manager, Homes Registration and
Information Division

By:

Chief, Section of Homes
Registration Service.

ELS/AES
Encls.

May 5, 1919

Mr. Fred D. McCracken,
617 Dollar Bank Bldg.,
Youngstown, Ohio.

My dear Mr. McCracken:-

Your communications of May 2nd and 3rd with the attached daily reports are at hand. The progress you report in Youngstown is encouraging, and I trust that you and Mr. Edwards will succeed in establishing there a work that will be of large andpermanent value. Do not neglect to emphasise publicity there and wherever youmay go. Occasional items in the newspaper will be found helpful.

You will find enclosed a blank form which we are sending out in pads of one hundred to the managers of all our registries. In so far as you visit them please impress upon the managers the importance of filling out these blanks very carefully in view of the information it will furnish to chambers of commerce, real estate exchanges, builders and committees conducting the "Own Your Own Home" campaign.

I am aware of the situation in Pittsburgh, but in so far as we can deal with these, it will be through Mr. Cady.

Mr. Bixby has not as yet organized a committee in E. St. Louis and, until this is done, I question whether you can successfully work there. For some reason Mr. Bixby believes that it is unnecessary for you to go to Alton. I have written him today asking for details. In any event, stay where you are as long as there is real need for you, and then proceed to Chicago, getting into touch with the usual agencies there, and also with Mr. E. L. Burchard, 1415 E. 57th St., who is vitally interested in the community center movement.

Very truly yours,
UNITED STATES HOUSING CORPORATION
JAMES FORD
Manager, Homes Registration and Inf. Division

By

FLS*B

Chief, Section of Homes Registration

EMP. 2

U. S. DEPARTMENT OF LABOR
U. S. EMPLOYMENT SERVICE
74 & 76 E Mill St.

OFFICE OF FEDERAL DIRECTOR

MAY 5 1919

Ford Schaub

Akron, Ohio
May 1, 1919

Mr. McCracken
Special Agent U.S. Homes Regestration Service
% of U.S. Employment Service New City Hall
Youngstown, Ohio

Dear Mr McCracken:

We are having a long wait, I have been trying to get something definite this week, but without success. A survey is being made just now and perhaps a little later some funds may be secured..

I will keep after it and as soon as possible let you know.

Very truly yours,
W. S. Jenkins
Superintendent.

WSJ/CMS

Dear Dr. Schaub:The above just received from Akron which explains itself. I presume this ends the subject at this time so far as our service goes.

I was informed today ~~from~~ that Pittsburg was in desperate condition in matter of rooms and houses and that a survey was under way by the city government. I presume nothing can be done by us at this time. Mr. Edwards stated that it was in Mr. Cady's district.

Very truly,

Fred D. McCracken,
Field Agt. U.S.H.R.S.
617 Dollar Bnk. Bldg.,
Youngstown, Ohio.

May 1, 1919

Mr. Fred D. MacCracken,
C/o 617 $ Bank Bldg.,
Youngstown, Ohio.

Dear Mr. MacCracken:-

Your reports of April 29th have reached us and, as requested, we are sending to Mr. George Tocus a small supply of letter heads and envelopes with which the work may be begun. As soon as possible, such stationary as may be needed should be printed locally; this is the universal practice among our committees. We are sending also 500 posters and would urge that you see that these are promptly and effectively displayed. A set of our memorandums will also go to Mr. Tocus.

Very shortly we shall have additional cards and posters of which samples will be sent to you. Please instruct your committees that such publicity material as we have is available to them in any quantities they may desire.

I am greatly interested in what you say in respect to the possibilities of a building and loan association in Youngstown, organized with a special view to serving the colored population. Please keep us informed with respect to the developments.

Very truly yours,
UNITED STATES HOUSING CORPORATION
JAMES FORD
Manager, Homes Registration
and Information Division

By

Chief, Section of Homes
Registration Service.

ELS"B

May 1, 1919.

Mr. Fred D. McCracken,
Field Agt., U.S.Homes Reg. Service,
Youngstown, Ohio.

Dear Mr. McCracken:

I am very happy to be able to redeem today my promise to secure for you, if possible, one of the U. S. Housing Corporation buttons. I enclose the button herewith and I trust that it will be not merely a source of gratification but also of some assistance to you.

Yours very truly,

UNITED STATES HOUSING CORPORATION,
JAMES FORD,
Manager, Homes Registration and
Information Division

By:

Chief, Section of Homes
Registration Service.

HLS/AHS
Encl.

April 29, 1919

Mr. Fred D. McCracken,
Youngstown, Ohio.

My dear Mr. McCracken:-

I have before me your reports from Akron of April 24th and 25th, and undated report from Youngstown and a wire, just received, to the following effect: "Send Bixby or Edwards at once, General Secretary, Y.M.C.A. others desire it, answer."

Inasmuch as you give no telegraphic address, it is impossible to wire you. Fortunately, however, we are in a position at once to send Mr. Edwards, and by giving to him this letter it will reach you quicker than it would by mail.

Mr. Edwards will give you the requested blanks for daily reports. He will hand you also your sbhary check. Ordinarily these checks cannot be mailed from this office until the 15th and the very last day of each month. You cannot, therefore, expect them to reach you on those days.

We trust that the work in Youngstown will now be put upon a secure and permanent basis and that active efforts may at once be begun along the various lines suggested by our recent memorandums.

I have asked Mr. Bixby to tell us as soonas possible concerning the conditions in Alton and E. St. Louis. I shall write you as soon as information reaches me. As previously stated, however, unless you are notified to the contrary, begin your work in Chicago as soon as you have finished in Youngstown and Akron.

Very truly yours,
UNITED STATES HOUSING CORPORATION
JAMES FORD
Manager, Homes Registration
and Information Division

By

Chief, Section of Homes
Registration Service.

ELS"B

APR 26 1919
Ford
Schaub
4/29

Akron, Ohio, April 25, 1919

To: Dr. Edward L. Schaub, Asst/ Mgr/, U.S.H.R.S.,
Washington, D. C.,

From: Fred D. McCracken, Field, Agent.

Dear Dr. Schaub:

According to memorandum of Dr. Haynes, March 27th, I will go to Chicago from Youngstown. Please ~~it~~ let me know what Mr. Bixby reports on Alton and East St. Louis. I was to be informed as to the situation in these cities before going to either. Otherwise I will go to St. Paul-Minneapolis, Duluth from Chicago.

I yet have one more card to play at Akron which will materiali next week. However, I am leaving today for Youngstown. Cleveland office is in good shape, Negro Inspector appointed. She has had good experience and knows the Cleveland situation in general and Mrs. Hobart is well pleased with her and of my visit. Write me general delivery, Youngstown.

Very truly,

F.D. McCracken

APR 28 1919

General Delivery
Youngstown, Ohio.

Ford
Schaub

To: Mr. E. L. Schaub, U.S. H.R.S.

From: Fred D. McCracken, Field Agt., U.S.H.R.S.

Please forward to me a few Daily Reports.
I arrived in Youngstown yesterday.
Situation very critical. Prospect bright to establish service.
I have not given up success in Akron.
It will probably be four days at least before get final action on this situation.
After my work here will go to Chicago, then probably Milwaukee, St. Paul-Minneapolis & Duluth.
Would appreciate if you would see that my check ~~reached~~ reach me here by the 30th.
Upon receipt of Daily Field Agents Report, will file report for 25th & 26.

Fred D McCracken

April 29, 1919.

Dr. Loren Stuckey,
Director, W.C.C.S.,
Newark, N. J.

My dear Dr. Stuckey:

Under separate cover I am sending you a set of memorandums issued by us from time to time to the local committees on the U. S. Homes Registration Service. Some of the earlier memorandums are no longer pertinent because of the changed conditions and others refer to rent profiteering. The more recent memorandums, however, afford a fairly good insight into our aims and methods.

I would again express my appreciation of the kindly and thorough-going manner in which you are undertaking to cooperate with us in our efforts in Newark. There is one question which I, unfortunately, left untouched in our conversation. The question is whether your information booth is large enough to permit of a separate place for the one who is to operate the files and for those who will -- I trust, in large numbers -- come to apply for assistance in finding housing accommodations. It is not unlikely, after a comprehensive survey has been made, that we will find it desirable to open up one or more branch offices in addition to a central registry.

Very truly yours,
UNITED STATES HOUSING CORPORATION,
JAMES FORD,
Manager, Homes Registration and
Information Division.

By:

Chief, Section of Homes
Registration Service.

April 25, 1919

Mr. Fred D. MacCracken,
C/o General Delivery,
Youngstown, Ohio.

Dear Mr. MacCracken:-

I received today your report of April 24th with regard to the developments in Akron. I greatly deplore the fact that Mr. Waller seems to feel some opposition toward our work and that this prevents its reorganization either in the interests of the whites or of the colored population, however, you have apparently done all that is possible under the circumstances. I have written Mr. Bixby concerning the situation and have suggested that, inasmuch as he has previously visited Akron, he return at an early opportunity in case he feels that he is able to accomplish anything worth while. I hope that your work in Youngstown will prove successful. So far as you can, please gather for us information concerning the possibilities of a registry to serve also the whites.

Unless you should hear to the contrary, I believe that you had best proceed from Youngstown to Chicago, where, of course, you will at once proceed to get into touch with the appropriate agencies and to promote a registry or registries in so far as there may be need and possibility.

Herewith I am sending two new memorandums which have just come to us from the mimeographer.

Very truly yours,
UNITED STATES HOUSING CORPORATION
JAMES FORD
Manager, Homes Registration
and Information Division

By

Chief, Section of Homes
Registration Service.

ELS"3
Enc.

April 23, 1919.

MR. FRED. D. McCRACKEN,
15 Doyle Street,
Akron, Ohio.

My dear Mr. McCracken:

I am enclosing copies of letters sent out today to our Chairmen and Managers, all of which, I think, will be self-explanatory.

We have mailed fifty (50) posters to each of your registries with the expectation that you will see that they are properly distributed. Several of our more recent memorandums are being mailed to the entire personnel of the Homes Registration Service Committees. These include Nos. 21, 26, 27, 28, 30, 32, 36 and 37. The information contained in these memorandums might in some instances tend to bring the committeemen together, resulting in more meetings and definite action. Our Committees often include men and women whose vision of housing needs or whose contact with conditions and means for their remedy is superior to that of the Chairman or Manager.

You will please note the new form of weekly reports, a copy of which is enclosed.

Very truly yours,

UNITED STATES HOUSING CORPORATION,
JAMES FORD,
Manager, Homes Registration &
Information Division.

By:

Chief, Section of Homes
Registration Service.

Encls.

April 14, 1919

MR CHARLES E HALL
Supervisor Negro Economics
74 Gay Street
Columbus Ohio

IF POSSIBLE PLEASE MEET FIELD AGENT McCRACKEN
IN CLEVELAND GAZETTE OFFICE WEDNESDAY MORNING APRIL SIXTEENTH

JAMES FORD

S/S

JAMES FORD

APRIL 24 1919

FRED D MCCRACKEN
15 DOYLE BUILDING
AKRON OHIO

IF POSSIBLE ESTABLISH AND FINANCE COLORED REGISTRY IN AKRON OTHERWISE PROCEED TO YOUNGSTOWN TOO MANY CALLS FOR OUR BUREAU TO LOAN OUR SERVICES TO OTHERS

JAMES FORD

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Cleveland Ohio

Date: June 26th, 1919

Present address: H. R. S. City Hall

Will leave here: Tonight

Present telephone number:

Next address: U.S.H.C., Washington, D.C.

Next address will be good until

Summary of today's work: Conferred with Mr. Geo. Tocus, Mgr., Youngstown Branch for Negroes, H.R.S. and with Miss Stewart, Secy., of Youngstown branch as to service, publicity and general work of office so as to increase its value and efficiency. This saved me a trip to Youngstown.

Persons and places visited today: ~~Visited~~ Attended annual convention of National Ass'n. for Advancement of Colored People and conferred with many of the delagates on the subject and all realize the great value rendered by the Cleveland office in placing them.

Fred K. McBrach

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

JUN 30 19

Ford.

Place: Cleveland, Ohio

Date: June 25th, 1919

Present address: Homes R. S. City Hall

Will leave here: Thursday night

Present telephone number:

Next address: Official Sta., Washington, D.C.

Next address will be good until

Summary of today's work: Conferences with Mrs. Hobart, Mgr., Homes R. S., relative to stimulating interest among the Negroes as to value of the service;; After conferences with many Negroes of city am convinced that they realize importance and value of service as over 300 Negro delagates attending conventions were comfortably placed in good homes.

Persons and places visited today: Harry Smith Editor Cleveland Gazette, Negro paper, Miss Hunter Exec. Secy. Phillis Wheatley Home for Colored Girls, also member of Housing and Homes Registration Committee.

Fred R McCracken

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT
(These reports must be forwarded each day)

JUN 26 1919

Place: Chicago, Ill.,

Date: June 23, 1919

Present address: 116 N. Dearborn St.,

Will leave here: Tuesday night

Present telephone number:

Next address: Clevaland and Youngstown thence to Washington, D.C.
Next address will be good until

Summary of today's work: Inspected office of Colored branch U.S.H.R.S. and gave further advice and instructions as to efficiency of work. Conferred with Benj. J. Rosenthaul, 1402 N. Am. Bldg. who is planning a big community building project as to whether Negroes woul be included. His reply was that he did not believe it wise to mix Negroes in with this but had plans for a Negro project later.

Persons and places visited today: Mrs. Galloway, Mgr. U.S.Homes R.S. for Col.; F. B. Washington, Supervisor Negro Economics, Mr. Bibbs, Asst. Secy. N. A.A.C.P. local branch relative to meeting of Mr. Bixby's on 20th.

Fred D McCracken

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

Ford

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Chicago, Ill., June 24th, 1919

Date: June 24th, 1919

Present address: 116 N. Dearborn St.,

Will leave here: Tonight

Present telephone number:

Next address: Cleveland, Ohio, Youngstown, Ohio

Next address will be good until Now en-route to Washington

Summary of today's work: Further instructions to Mgr local branch,(Col.) U.S.H.R.S., as to publicity, necessity of keeping efficient records and promptness in mailing weekly report. Final Conference with F.B.Washington, Supervisor Negro Workers Advisory Committee as to necessity of keeping up interest in H.R.S.

Persons and places visited today: Called at City Hal

Hall to confer with Mrs. Rowe but not able to see her. Conferred with Negroes on Own Your Own Home Capmaign.

Telegram received as to Field Agents and am governing myself accordingly.

Fred L. McCracken
(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Omaha, Nebr.

Date: June 21st Evening, June 22d, 1919

Present address: Crounse Blk.

Will leave here: Sunday ~~night~~ A.M. June 22d

Present telephone number:

Next address: Chicago, Ill., June 22d P.M., Cleveland, June 25t, Youngstown, 26th-27th.

Next address will be good until

Summary of today's work: Saturday night conferences with a number of Negro business men and new-comers on necessity of keeping up interest in better homes and increase standard of living.
Sunday enroute to Chicago,

Persons and places visited today:

Fred D McCracken

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: **Omaha, Nebr.,**

Date: **June 20th, 1919**

Present address: **304 Crounse Blk.**

Will leave here: **Saturday or Sunday**

Present telephone number:

Next address: **116 N. Dearborn, Chicago,(Wire only**

Next address will be good until **Tuesday next**

Summary of today's work: **making personal observatio tions in Negro Districts especially in Districts where new-comers reside. (Report of official ~~business~~ visit to Omaha later. Was to address Negro Business Men's League but believe it would not be wise as meeting will attack labor unions.**

Persons and places visited today: **Conferred with Mr. Hillier, Asst/ Secy/ Omaha Building-Loan Ass'n., as to attitude of financing homes for Negroes.**

Will visit Council Bluffs, Iowa, tomorrow

June 21st/19.

Fred D. McCracken

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT
(These reports must be forwarded each day)

Ford

Place: **Omaha, Nebr.,**

Date: **June 19th, 1919**

Present address: **304 Crounse Blk.,**

Will leave here: **Saturday or Sunday**

Present telephone number:

Next address: **Chicago, Ill.,116 N.Dearborn (Wire Only)**

Next address will be good until **June 23 or 24**

Summary of today's work: **Conferences with T.H. Weirich, Supt/ Welfare Dept. City, Mayor Smith, Secy. Y.W.C.A. City uuable to finance H.R.S. and can't be carried out with limited force of Welfare Dept. All realize its value. Owing to attitude of Chamber of Commerce ~~in~~ ~~mk~~ as to strike of Union Labor men do not believe it wise to consult with that organization.**

Persons and places visited today: **Mayor Smith, T.H. Weirich, Supt. City Welfare Dept., Exec. Secy. Y.W.C.A.; Geo. Wells Parker and Fred Williams latter two prominent Negroes of city.**

Fred D McBracken

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT
(These reports must be forwarded each day)

JUN 28 1919

Ford
SV

Place: Omaha, Nebr/,

Date: June 18, 1919

Present address: 304Creunse Bldg/,

Will leave here: Uncertain

Present telephone number: Webster-3224

Next address: Information later

Next address will be good until

Summary of today's work: Meeting Negro citizens and getting acquainted and a line-up of the situation.

Persons and places visited today: The Monitor's Office, leading Negro Newspaper of Nebraska, Rev. John Albert Williams Editor; Dr. Hutten.

Fred D. M. Bracken

(Signed)

HB-64

St.Paul Minn.
Dispatch. 6/16/19
16

ARCHITECTS TO AID CITY HOME BUILDER

Agree to Submit Preliminary Plans and Estimates—More Lots Listed.

Plans for extending the service of the Own Your Home committee and the Home Financing Corporation through the provision of additional architects' plans for homes, were made at a meeting at the Own Your Home headquarters today.

Architects of the city met with members of the committee and outlined plans, whereby a large variety of plans for homes may be placed at the disposal of the home builder.

Preliminary plans for the homes, prepared by the architects, will be on display at the Own Your Home headquarters, where the prospective builder may select the type of home desired and learn the estimated cost of such a home and the cost of a lot in any section of the city.

These preliminary plans are to be prepared free of charge. When working plans are required, these are to be provided at a minimum of cost under arrangements made with the architects today.

A title of vacant lots in the city is being put in at the Own Your Home headquarters to assist prospective home builders who have not yet acquired the property for their homes.

The campaign, carried on under the auspices of the St. Paul Association, is meeting with generous response.

DANCE PROGRAM

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
618 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

JUN 19

Place: St. Paul, Minn.,
Date: June 17, 1919

Present address: 410 Court Blk

Will leave here: Tonight

Present telephone number:

Next address: Gen'l. Del. Omaha, Neb.

Next address will be good until Uncertain

Summary of today's work: Unable to see Dr. Aronivici, Social Service Director, has not returned from east; Secretaries of Ass'n. of Commerce all out of city with tour of business men through State. Received assurance that Negroe uld be given encouragement and financial assiatance to own or build by Own Your Own Home Committee.

Persons and places visited today: Wilder Charities; Sperry Realty Co., Builders and Contractors; O. S. Hall, County Auditor's Office, who will have charge of work f or Better Housing of the Helpers Organization.

Fred W McCracken

(Signed)

3-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

JUN 19

Place: St. Paul, Minn.,

Date: June 16th, 1919

Present address: 410 Court Blk.,

Will leave here: June 17th

Present telephone number:

Next address: Gen'l. Del. Omaha, Nebr.

Next address will be good until uncertain

Summary of today's work: Visited Minneapolis and made observation as to housing conditions in North Minneapolis and then conferred with Gale Hilyer, Atty-at-Law, N.Y.Life Bldg., on Housing conditions in Minneapolis. Mr. Hilyer will attempt to get Negroes interested in Building and Loan Ass'n. as it is not possible for Negr Negroes to get financial assistance in purchasing homes.

Persons and places visited today: Called at office of Mr. Otto W. Davis, Builders Exc. Bldg., who is the active head of Housing conditions of Minneapolis Committee but he had not returned from Welfare convention at Atlantic City. Visited North Minneapolis. Unable to get any organization that might be responsible to operate Homes Registration Service.

Fred D McCracken
(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: St. Paul, Minn.

Date: June 14th-15th, 1919

Present address: 410 Court Blk.,

Will leave here: June 17th, 1919

Present telephone number:

Next address: General Delivery, Omaha, Nebr.

Next address will be good until Uncertain

Summary of today's work: After conference with Mrs. Ethel Maxwell, Press Minn. Federatic Colored Women's Clubs, which meets in annual convention at St. Paul, June 25th and 26th, she agreed to give place on program for Better Housing and Higher standards of living condition and give ample time for discussion. Also subject to play important part in future activites of club. (See letter inclosed)

Persons and places visited today:

O. C. Hall, 727 St. Anthony Ave., to take up with real estatemen converting vacant buildings into flats in South St. Paul, Minn., to provide decent living quarters for Negroes who will be brought for employment in new Armour Packing ~~plant~~ plant.

Fred O. McCracken
(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Filed
JUN 16 1919
Ford.

Place: Duluth, Minn.,

Date: June 13th, 1919

Present address: 222 Manhattan Bldg.,

Will leave here: This P.M.

Present telephone number:

Next address: 410 Court Blk, St. Paul until 6/18 thence Gen'l. Del. Omaha, Neb.

Next address will be good until Information later

Summary of today's work: Delivered address last night before large Negro audience at A.M.E. church on Own Your Own Home, Thrift, higher standard of living conditions. Negro Women Club, Mrs. J.D. Mobley, Chr., 817 E. 6th St., will take up vigorously subject of better housing for Negroes; Civic League will also add same to their program of work.

Persons and places visited today: Geo. Adams, Secy. Civic League, (Colored), P.O. Bldg. R.C. McCullough, Atty-at-Law, Columbia Bldg., Secy. Zenith Co-operative Ass'n. (Colored)

(Will file complete report later on Duluth)

Fred D. McCracken

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

JUN 16 1919

Place: Duluth, Minn.

Date: June 12th, 1919

Present address: 222 Manhattan Bldg.,

Will leave here: June 13th or 14th

Present telephone number:

Next address: 810 Court Blk., St.Paul,Minn until June 17th, then Gen'l. Del. Omaha.

Next address will be good until Uncertain

Summary of today's work: Mr. Prince, Secy., Commercial Club, does not feel the necessity of H.R.S., however, he realizes its value. Commercial Club has some sort of a service. Received assurance from Secy. Own Your Own Home Committee and from N.J.Upham Co., that Negroes would be given every consideration and encouragement in matter of new homes.

Persons and places visited today: Secy. of Y.W.C.A., who was out of city but talked with her Asst. on Homes Registration; conferred with Mr. Prince, Secy. of Commercial Club; conferred with Secy. Builders Exchange who is in charge of Own Your Own Home Committee; conferred with N.J.Upham of N.J.Upham Co., Providence Bldg., organizing Building-Loan Ass'n. (Will file report of visit later)

Fred W. McCrea
(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Duluth, Minn.,

Date: June 11, 1919

Present address: 232 Manhatten Bldg., c/oJ.H. Harris

Will leave here: Sunday June 15th

Present telephone number:

Next address: St.Paul-Minneapolis thence to Omaha, Nebr.xxxxxxxgleaving for Omaha Tuesday night next

Next address will be good until Uncertain

Summary of today's work: Visited Morgan Pk., Minn. Steel Co. Plant not operating to any extent. Many vacant company houses. Now only employing about 35 Negroes. Officials have xxx no acknowlege when plat will operate to capacity. Provisions will be made for housing Negroes if any increase in their numbers to warrant expenditure of same. Will file report on visit later. Will deliver address to Negroes Sunday on housing etc.

Persons and places visited today: H.A. Hutter, Supervisor Industrial Relations, Minn. Steel Co., Morgan Park, Duluth; conferences with Victor Towle formerly welfare worker, Negro, on living and housing condition of Negroes in Duluth.
Will confer with Y.W.C.A. and Mr. Prince of Commercial Club tomorrow. Will direct efforts in Own Your Own Home among Negroes. Do not believe situation at this time in Duluth will warrant homes registration service.

Fred D. McCracken (Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Bureau of Industrial Housing and Transportation
JUN 13 1919

Ford.

Place: Duluth, Minn.

Date: June 10th, 1919

Present address: 222 Manhattan Bldg., c/o J. Harry Harris.

Will leave here: Information later.

Present telephone number: Melrose-234

Next address: Stop-over at St.Paul-Minneapolis thence to Omaha.

Next address will be good until Uncertain

Summary of today's work: Arrived this morning and put in the day meeting prominent Negro citizens and making appointments in interest homes registration service and remedying housing conditions.

Persons and places visited today: Geo. Adams, Secy. Colored Civic League; R.C. McCullough, 501 Columbia Bldg., Attorney-at-Law.

Fred H. McGrath

(Signed)

HB-64

JUN 11 1919

Ford
Schaub

Dear Dr. Schaub: Please see that mileage scrip books are forwarded. Also send me at once about 25 addressed envelopes.

Mr.
Also Wrote
File
Index

May only be in Duluth until June 15th.

Send salary check to 410 Court Blk., St. Paul, Minn. Will go to Omaha after a return visit to Minneapolis and St. Paul.

Fred D. McCracken

PEABODY & CO.
BROKERS
Merchants National Bank Building

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT
(These reports must be forwarded each day)

Place: St. Paul, Minn.,

Date: June 9th, 1919

Present address: 410 Court Blk.,

Will leave here: ~~Cedar-8246~~ Tonight, June 9th,

Present telephone number: Cedar-8246

Next address: Gen'l. Del., Duluth, Minn.

Next address will be good until Information later.

Summary of today's work: Conference with T.R.Morgan Exec. Secy. Helpers in adding Committee on Housing and Living Conditions to organization. Conferred with E.C.Dailey of Red Cross and S. Edw.Hall of Helpers organization in securing rooms for accommodation of Negro soldiers. Inspected rooms at 7 E. 3d street and recommended same be listed and accepted.

Persons and places visited today: Own Your Own Home offices; Red Cross office and also inspected lodging houses accommodating Negroes for purpose of caring for returned soldiers desiring temporary lodging.
I leave tonight for Duluth.

Fred D. McBride

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT 1919
(These reports must be forwarded each day)

Ford

Place: St. Paul, Minn.,

Date: June 7th, 1919

Present address: 410 Court Blk.,

Will leave here: June 9th, 1919

Present telephone number: Cedar-8246

Next address: Gen'l. Del., Duluth, Minn.

Next address will be good until Information later

Summary of today's work: St. Paul is just entering into vigorous campaign for "Own Your Own Home and apparently not interested in any thing else at this time. Have been unable to get Mr. Hilton, of Ass'N. of St. Paul to call meeting of his Committee and was unab able to make engagement to meet Secy. of Ass'n. Will file general report on St. Paul later.

Persons and places visited today: Visited office of Own your own home campaign, visited the Mayor of St. Paul who stated that Ass'n. of St. Paul was one agency to interest in homes registration service. Dr. Aronovici, out of city. Will again visit Minneapolis on return from Duluth.

Delivered address before Progressive Assn last night on Own Your Own Home and to increase standard of living conditions.

Fred D McCracken (Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: St. Paul, Minn.

Date: June 5th, 1919

Present address: 410 Court Blk.

Will leave here: Information later

Present telephone number: Cedar-8246

Next address: Gen'l. Del., Duluth, Minn.

Next address will be good until Uncertain

JUN 9 1919
No.
Index
File

Summary of today's work: I was to appear before Housing Committee Ass'n. of St. Paul, this afternoon but owing to bad weather unable to get quorum. Was requested to confer with E.M.McDonough, Secy. Own Your Own Home Committee. Made appointment to confer with him Friday.
At my request Miss Cunningham, Gen'l.Secy. Y.W.C.A. filed strong letter with Ass'n. of St.Paul as to Homes registration service. Copy inclosed.
Persons and places visited today: Guy Hilton, AssT. Secy. Ass'N. of St.Paul, Miss Cunningham, Gen'l. Secy. Y.W.C.A. O.C. Hall on ~~xxxxxxxxxxxx~~ organizing club to stimulate better or higher standard of living conditions among Negroes.

Fred L. McDonald

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: St. Paul, Minn.,

Date: June 4, 1919

Present address: 410 Court Blk.,

Will leave here: Information later

Present telephone number: Cedar 8246

Next address: Duluth, Minn.

Next address will be good until Uncertain

Summary of today's work: Visited in Minneapolis. Called on Otto W. Davis, head of war chest fund and also in charge of housing and liv-condition committee for Minneapolis Civic & Commerce Ass'N. Mr. Davis is in Atlantic City attending welfare conference. Nothing can be done until his arrival. Will file later report on Minneapolis.

Persons and places visited today: Minneapolis, Minn., War Chest Fund office and conferred with Miss Hanker, Secy. to Mr.O.W.Davis; also conferred with Mr. Adie, Civic & Comm. Ass'n. (will file later report)

Fred K McCracken

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

Ford

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: St. Paul, Minn.

Date: June 3, 1919

Present address: 410 Court Blk.,

Will leave here: Information later

Present telephone number: Cedar-8246

Next address: Duluth, Minn.

Next address will be good until Information later

Summary of today's work: Owing to rain'y weather was unable to meet many of the people desired. However, I visited number of offices and conferred with J. Q. Adams, Editor of Appeal, in matter of Own Your Own Home campaign. Conferred with number of real estate men on subject of providing better homes for Negroes. Also interested Negroes in the organization of Building & Loan Ass'N.

Persons and places visited today: Headquarters of Own Your Own Home, 378 Robert St., also called at McAnulty & Co., large home builders; conferred with Hugo V. Koch, Federal Director, U.S.Emp. Ser. on living condition of Negroes in industrial plants in Minn.

Fred R. McCracken

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: St. Paul, Minn.

Date: June 2, 1919

Present address: 410 Court Blk.,

Will leave here: Information later.

Present telephone number: Cedar 8246

Next address: Duluth, Minn.

Next address will be good until information later

Summary of today's work: After conference with Asst. Exec. Secy. St. Paul Ass'n. of Commerce, R.E. Hi Hilton, who is also Secy. of Own Your Own Home Campaign, an engagement was made for me to appear before Ass'n. of C. Committee on Housing Conditions, and explain Homes Registration Ser. Date selected Thursday June 4th.
Delivered address before Sleeping and Dining Car Employees Ass'n., on Own Your Own Home and H.R.S.

Persons and places visited today: Called on Dr. C? Aronovici, Director of Social Ser. But found hir out of city but conferred with Miss Simons, his assistant, who gave me information as to proper persons to approach; visited different sections of city in orde r to ascertain if any houses for rent.

Fred D McBracken

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: St. Paul, Minn.

Date: May 31st, 1919

Present address: 410 Court Blk.,

Will leave here: Information later

Present telephone number: Cedar 8246

Next address: Duluth, Minn.

Next address will be good until Uncertain

Summary of today's work: Attended meeting of Americanization Society at City Hall but previous engagement prevented me from remaining long enough to speak. Conferred with citizen as to housing shortage and also as to advisability of establishing Homes Registration Ser. Indications are unfavorable.

Persons and places visited today: City Hall,

S. Edward Hall, Pittsburg Bldg., Secy.

Helpers Organization, W.T. Francis, Esq., and Hammond Turner, Esq., Metro. Bnk. Bldg. Geo. Shannon, Secy. Railroad Employees Union.

Fred W. McGracken

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT
(These reports must be forwarded each day)

Place: St. Paul, Minn.,

Date: May 30th, 1919

Present address: 410 Court Blk.

Will leave here: Information later

Present telephone number: Cedar 8246

Next address: Duluth, Minn.

Next address will be good until Uncertain

Summary of today's work: Holiday

Decoration Day

Persons and places visited today:

Fred H McCracken

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: St. Paul, Minn.,

Date: May 29th, 1919

Present address: 410 Court Blk., St. Paul, Minn.

Will leave here: Information later

Present telephone number: Cedar 8246

Next address: Duluth, Minn.

Next address will be good until Uncertain

Summary of today's work: Arri ved in St. Paul, 11:30. A.M. Made appointments with influential citizens for later in the week to take up homes registration service.

Persons and places visited today:

Fred D McBracken

(Signed)

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U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
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FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Ford.

Place: Chicago, Ill.

Date: May 28th, 1919

Present address: 116 N. Dearborn, St.,

Will leave here: Tonight

Present telephone number:

Next address: 410 Court Blk., St. Paul, Minn.

Next address will be good until Information later

Summary of today's work: Completed instructions to Magaggr of H.R.S., 31st and S. Park Ave.

Conference with Mrs. L.O.Rowe, Commission Public Welfare Dept. City of Chicago and Committee on Homes Registration Committee of Negro Workers Advisory Comm., W.H.Terrell, L. Goins and Dr. Bousfield.

Persons and places visited today:

Office of Homes Registration Service, Mrs. Galloway, Mgr., F.B.Washington, Sup. Negro Economics, Mrs. L.O.Rowe, Comm. Public Welfar Dept.

Fred W McLaughlin

(Signed)

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U. S. DEPARTMENT OF LABOR
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613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Chicago, Ill.,

Date: May 27th, 1919

Present address: 116 N. Dearborn, c/o F.B. Washington,

Will leave here: Wednesday May 28th, 1919

Present telephone number:

Next address: 410 Court Blk., St. Paul, Minn.

Next address will be good until Uncertain

Summary of today's work: Advising and instructing Mrs. M. Galloway, Mgr., Negro Branch, U.S.H.R.S., in routine of office duties.

Arranged for cooperation between Chicago office of Travellers Aid Society.

Arranged for a sub committee of Negro Workers Advisor Committee to have charge of Branch H.R.S.

Persons and places visited today: Branch office U.S.H R.S., Olivet Baptist Church 31st & S. Park Ave., Mrs. Galloway, Mgr. Visited General Office Travelers Aid Society, 1319 W. Adams, Mr. E.J. Meservey, Gen'l. Secy.

Fred O McCracken

(Signed)

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U. S. DEPARTMENT OF LABOR
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613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: ~~May 28th, 1919~~ Chicago, Ill.,

Date: May 26th, 1919

Present address: ~~410 Court Blk., St. Paul, Minn.~~ 116 N. Dearborn St., c/o F.B. Washington.

Will leave here: May 28th, 1919

Present telephone number:

Next address: 410 Court Blk., St. Paul, Minn.

Next address will be good until Information later

Summary of today's work: Instructions to canvasser-Inspectors and canvass to start May 27th; delivered to Mrs. Rowe, Commissioner, Public Welfare Dept., City of Chicago, statement for recommendation of appropriation for homes registration service; conference with Miss Richardson, Exec. Secy. Y.W.C.A. Miss Richardson is anxious to confer with either Mr. Bixby of Edwards as Y.W.C.A. will install homes registration service very near future.

Persons and places visited today: local office Homes Registration Service for Colored, 31st and S. Park Ave., Mrs. Galloway,-in-charge of office; Dr. Geo. E. Haynes, Miss Richardson, Exc. Secy. Y.W.CA and with Miss Rowe, Commissioner, Public Welfare Dept. City of Chicago.

P.S. Will send letter as to Chicago situation later.

Fred McCracken

(Signed)

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U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Chicago, Ill.,

Date: May 24th, 1919

Present address: 116 N. Dearborn St. c/oF.B.Washington

Will leave here: May 28th, 1919

Present telephone number:

Next address: 410 Court Blk, St.Paul,Minn.

Next address will be good until Information later

Summary of today's work: Conference with Dr. Geo. E. Haynes, Director of Negro Economics, U.S.Department of Labor and with Forrester B. Washington, Illinois Supervisor Negro Economics, Dept. of Labor.

Persons and places visited today:

Fred D. McCracken

(Signed)

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U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT
(These reports must be forwarded each day)

Place: Chicago, Illinois.

Date: May 23, 1919

Present address: 116 N. Dearborn St. c/o F.B. Washington.

Will leave here: Date uncertain

Present telephone number: Randolph 7140

Next address: 410 Court Block, St. Paul, Minn.

Next address will be good until until information later

Summary of today's work: Conference with Mrs. Minnie Galloway who will be in charge of branch office, U.S.H.R.S., and giving instructions as to routine of work and management of office.

Persons and places visited today:
Olivet Baptist Church, the office of the General Secretary of the Y.W.C.A., Homes Section of the Red Cross Assn.

Fred R. McCracken

(Signed)

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U. S. DEPARTMENT OF LABOR
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FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Chicago, Illinois

Date: May 22, 1919

Present address: 116 N. Dearborn Street c/o F.B.Washington

Will leave here: Date uncertain

Present telephone number: Randolph 7140

Next address: 410 Court Block, St. Paul, Minn.

Next address will be good until information later

Summary of today's work: Final conference with Pastor of Olivet Baptist Church, 31st and South Park Avenue, who consented to the establishment of the Service in the Welfare Dept. of his church, ~~xxx~~ the work to be supervised by the manager of that department and the canvassing and inspection of rooms to be made by their paid field staff, with the aid of their voluntary welfare workers. Dr. Williams states that this has approval of Bd.of Deacons.

Persons and places visited today: Dr. Williams, pastor of Olivet Baptist Church; Anthony Overton, Pres. Overton Hygienic Co., Clark Barnett, mgr. Afro-American Press Assn.

Fred D. McBracken

(Signed)

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U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
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FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

MAY 23 1919
Ford
Sv
Rec. Ans. File
Index

Place: Chicago, Ill.,

Date: May 21st, 1919

Present address: 116 N.Dearborn, c/oF.B.Washington,

Will leave here: Information later

Present telephone number:

Next address: 410 Sturt Blk.,St. Paul,Minn.

Next address will be good until Uncertain

Summary of today's work: Conferences with many Negroes who are vitally interested in the housing situation in Chicago. Also had conference with Dr.Chas.S. Dukes, 2001 City Hall Sq., who has a Ph. D. degree and who has just issued a pamphlet entitled,"Housing Situation in Chicago as affect Negroes." A copy of his book will be forwarded to your office for files.

Persons and places visited today: War Camp Community Service Club for Negroes,3201 S.State, R.E.Moore, Supt., W.L.Offord, Esq., 117 N.Dearborn; May 22d, will speak at Olivet Baptist Church,31st & S.Park Ave., on Homes Registration and also organize canvassers.

Fred D. McBracken

(Signed)

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U. S. DEPARTMENT OF LABOR
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613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

MAY 19 1919

Place: Chicago, Ill.,

Date: May 16th, 1919

Present address: 116 N. Dearborn St., c/o F.B. Washington.

Will leave here: Information later.

Present telephone number:

Next address: 410 Court Blk, St. Paul, Minn.

Next address will be good until Information later

Summary of today's work: Conferences and visit to newspaper offices. Beginning organization for canvass. Experiencing some opposition on part of some of the welfare clubs. Unable to confer with Exec. Secy. Y.W.C.A. May get opportunity tomorrow. Difficulty will be to obtain proper type of person who will act as manager without pay. Hope to be able to get manager paid by some organization.

Persons and places visited today: Mr. Terrell of Anderson & Terrell, Real Estate dealers and also organizer of Building-Loan Ass'n. Will send data later relative to same; called on Editorial Editor of Chicago Searchlight who strongly favor Homes Registration; conferred with Colored Supt. of branch of U.S. Employment Service who is assisting in getting canvassers.

(Signed)

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U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Ford
SV

Place: Chicago, Ill.

Date: May 20th, 1919

Present address: 116 N. Dearborn, c/oF.B.Washington,

Will leave here: Information later

Present telephone number:

Next address: 410 Court Blk.,St.Paul,Minn.

Next address will be good untilinformation later

Summary of today's work: The office of Homes Reg. Service for Negroes will be located at Olivet Baptist Church, 31st & S.Park, the largest Negro Church in Chicago. It ~~xxx~~ conducts employment bureau welfare bureau with three paid workers daily in field and also has large volunteer service; its has been of great service to Negroes coming to Chicago from south. Ordered unit by wire to be sent at once.

Persons and places visited today: Made talk to officers of Pyramid Building&Loan Ass'n; conferred and instructed Mrs. Galloway who will be in charge of homes registration service; to address and instruct canvassers Thursday or Friday.

Fred D Mderacken

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
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FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Chicago, Ill.,

Date: May 19, 1919

Present address: 116 N. Dearborn St., c/oF.B.Washington,

Will leave here: Information later

Present telephone number: Randolph -7140

Next address: 410 Court Blk., St.Psul,Minn.

Next address will be good until information later

Summary of today's work: Commissioner of Dept. of Public Welfare , City Hall Square, will recommend item in budget available First of July next, for carrying on U.S. Homes Registration Service.

Will be able to get definite information probably tomorrow as to establishing service for Negroes tomorrow.

Persons and places visited today: Home Section, Red Cross Mr. Allinson; Miss L.B. Rowe, Commissioner Dept. Public Welfare ; F.B.Washington, Supervisor Negro Economics; Mrs. Galloway, in charge of employment and welfare work Olivet Baptist Church, largest Negro Church in Chicago;
May 18th:-Addressed Board of Deacons, Olivet Baptist Church, 31st-S. Park Ave., on Homes Registration Service.

Fred D McCracken

(Signed)

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U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Chicago, Ill.

Date: May 17th, 1919

Present address: 116 N. Dearborn, c/o F.B. Washington, Ford.

Will leave here: Information later

Present telephone number:

Next address: 410 Court Blk., St.Paul, Minn.

Next address will be good until Information later

Summary of today's work: Was unable to meet Exec. Secy. Y.W.C.A., owing to previous engagements. Feel greatly encouraged as to establishing Room Registration Service; am also interest- Negroes in Own Your Own Home. Inclose card of very reliable Building & Loan Company. Made some suggestions and same accepted to stimulate interest of Negroes in Company.

Persons and places visited today: Various Real Estate offices seeking co-operation in H.R.S. and Own Your Own Home; Oscar Depriest, Secy., Civic League, headquarters of Railroad men Union, Mr. Mays, Secy., Mr. Cleaves, Pres., Young Men's Club of one of the largest Negro Churxhes in Chicago.

SEND W.H.Terrell, 3539 S. State Chicago, Ill. booklet-"Own Your Own Home," campaign and also Building-Loan information

HB-64 (Signed) Fred D. McCracken

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Chicago, Ill.,

Date: May 15th, 1919

Present address: 116 N.Dearborn,c/oF.B.Washington,

Will leave here: Information later

Present telephone number:

Next address: St. Paul, Minn.,

Next address will be good until Information later

Summary of today's work: After conferring with various agencies there seems to be a desire to co-operate but all are of the opinion that unless the manager is paid the service will not be permanent.

~~Trying~~ Have requested conference with the Exec. Secy. of Y.W.C.A. of Chicago for tomorrow.

Persons and places visited today: Conferred with Supt. U.S.Employment Service, Dr. bousfield of Urban League, Mr. Mays of R.R. Porters-Waiters Union; Miss Cook, Secy., Colored Y.W.C.A., Mrs. Galloway, Exec. Secy Bethel Baptist Church welfare-Employment Association; F.B. Washington, Supervisor Negro Economics.

Fred D McCracken
(Signed)

HB-64

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Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Ford.
S

Place: Chicago, Ill.,

Date: May 14th, 1919

Present address: 116 N. Dearborn, c/oF.B.Washington,

Will leave here: Information later

Present telephone number: Randolph-7140

Next address: 410 Court Blk., St. Paul, Minn.

Next address will be good until Later

Summary of today's work: ~~Arrived in Chicago, 9:14~~

Created favorable impression as to necessity of one local clearance of rooms for rent. However, may have difficulty in getting volunteer service. All believe unwise ~~to~~ to have volunteer manager of office.

Persons and places visited today:
Mrs. Porter, Pres. P. W. Home for Girls; Mrs. Davis, Mgr., PW.Home for Girls; visited office of Urban League and conferred at length with T.A. Hill, Exec. Secy.

Fred O McCracke
(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Ford

Place: Chicago, Ill.,

Date: May 13th, 1919

Present address: 116 N.Dearborn,c/oF.B.Washington
Chicago, Ill.

Will leave here: Information later

Present telephone number: Rendolph-7140

Next address: 410 Court Blk.,St.Paul,Minn.

Next address will be good until Later

Summary of today's work: Arrived in Chicago 9:40 A.M., visited and conferred with F.B.Washington, Supervisor, Negro Enonomics for Ill., Colored Y.M.C.A., conference with Exec. Secy., who is rather inclined not to support our service; visited office of Urban League.

Persons and places visited today: Conferred at length with Supervisor, Negro Economics for Ill also conferred with Exec. Secy. Jackson, Col. Y.M.C.A.; also with T.Arnold Hill, Exec. Urban League of Chicago.

Fred L. McCracken

(Signed)

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U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Youngstown, Ohio

Date: May 12th, 1919

Present address: 617 $ Bnk. Bldg.,

Will leave here: Tonight

Present telephone number: Federal 1,600

Next address: c/xxx116 N.Dearborn St.,c/o F.B. Washington, Chicago, Ill.

Next address will be good until Information later.

Summary of today's work:

Met volunteer canvassers and received their report of vacant rooms available.

Persons and places visited today:

Hawk & Palmer, Real Estate and Builders on providing homes for Negroes; Colored Y.W.C.A. Gave Mgr. Tocus final instructions on homes registration service.

Fred D McCracken

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Youngstown, Ohio

Date: May 11, 1919

Present address: 617 Dollar Bnk. Bldg.,

Will leave here: Monday night, 12th May.

Present telephone number: Federal, 16,00

Next address: 116 N. Dearborn, c/o F.B.
Washington, Chicago, Ill.

Next address will be good until Information later.

Summary of today's work:

Addressed Soldiers Club at B.T.Washington Settlement House on "Own Your Own Home"

Visited building project for Negroes of Youngstown Sheet & Tube Wks..
Saturday night organized Housing & Living Conditions among Negroes, Club.

Persons and places visited today:

Fred O Moderacker

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Youngstown, Ohio

Date: May 10th, 1919

Present address: 617 Dollar Bnk. Bldg.,

Will leave here: May 12th

Present telephone number: Federal-1,600

Next address: 116 N. Dearborn, c/o F.B. Washington
Chicago, Ill.

Next address will be good until Information later

Summary of today's work: Conference with Exec. Secy. Hanson, of Community Service Society on conditions in general concerning or affecting Negro home life here and also plans for remedying certain housing evils; also went over with Crumpler & Crumpler, Attys-at-Law incorporation papers of Bethel Realty Co.

Persons ~~and places visited today~~ Met some of canvassers and received reports. They ar doing excellent work. However, we are having miserable weather which prevent full report. Have meeting tonight of my housing committee. Hope to be able to leave Monday for Chicago.

Fred D. McCraskin

(Signed)

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U. S. DEPARTMENT OF LABOR
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613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT
(These reports must be forwarded each day)

Ford.

Place: Youngstown, Ohio

Date: May 9th, 1919

Present address: 617 $ Bnk. Bldg.,

Will leave here: 10th, 11th or 12th of May.

Present telephone number: Federal 1,600

Next address: 116 N.Dearborn, c/o F.B.Washington, Chicago, Ill.,

Next address will be good until Information later.

Summary of today's work: Attended luncheon at Y.M.C.A. called by Field Agt. Edwards for organization of general committee on U.S.H.R.S.
Canvassers did not report today on account of bad weather as work was not finished. Probably have meeting tomorrow.

Persons and places visited today: Colored Y.W. C.A. Rain has made it impossible to see or do anything today.

Fred L McCracken

(Signed)

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613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Youngstown, Ohio

Date: May 8th, 1919

Present address: 617 $ Bnk. Bldg.

Will leave here: Probably May 10th or 11th

Present telephone number: Federal 1,600

Next address: 116 N. Dearborn St., c/o F.B. Washington, Chicago, Ill.

Next address will be good until information later.

Summary of today's work: Conferences with different groups of Negroes on buying homes and organization of building & loan companies; also conference on room registration service.

Check over returns from one of volunteer canvassers.

Persons and places visited today: Mr. Caton, Crumpler & Crumpler, Attys; H.G. Emerson, C. Tocus, Miss Frazier.

Fred D McCracken

(Signed)

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U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
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FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Youngstown, Ohio

Date: May 7, 1919

Present address: 617 Dollar Bnk. Bldg.,

Will leave here: Probably May 10th

Present telephone number: Federal-1,600

Next address: 116 Dearborn St., c/o F.B. Washington, Chicago, Ill.

Next address will be good until Information later

Summary of today's work: Evening May 6th at Public Lubrary addressed Negro Civic Club on U.S.H.R.S. and Own Your Own Home. Today with Mrs. Merrell, head of City Children Service Bureau and C. Tocus visited several sections of city inspecting housing conditions. Canvassers at work.

Persons and places visited today:
R. H. Edwards, Clarence Tocus, Colored Y.W.C.A., H. G. Emmerson, Ch. Negro Workers Advisory Committee.

Fred K. McCracken
(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
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613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Ford
S

Place: Youngstown, Ohio,

Date: May 6th, 1919

Present address: 617 Federal Bldg.,

Will leave here: Probably May 10th

Present telephone number: Federal 1,600

Next address: 116 N.Dearborn, c/o F.B.Washington, Chicago, Ill.

Next address will be good until Information later.

Summary of today's work:

Gave canvassers and inspectors instructions on work; canvass and inspection to begin May 7; also delivered address before Research Club on U.S.H.R.S. and Own Your Own Home.

Persons and places visited today: Conferred with Mrs. Merrell, in charge of Children work, City Library; also attended welfare luncheon at Central "Y". Introduced to many who acquainted them of our service.

IMPORTANT: PLEASE SEND REV. BENNETT, CHILDREN SERVICE WORK, CITY LIBRARY, Youngstown, Ohio, available information on rent profiteering at once.

Sent 5/7

(Signed) Fred D. McCracken

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U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Youngstown Ohio

Date: May 5th, 1919

Present address: 617 Dollar Bnk. Bldg.

Will leave here: Probably May 10th

Present telephone number: Federal 1,600

Next address: 116 N. Dearborn, c/o F.B. Washington, Chicago, ILL.

Next address will be good until Information later.

Summary of today's work: In afternoon addressed Women's club on Homes R.S. and Own your own home; addressed big meeting with E.K. Jones of Urban League of N.Y., at B.T.W. Settlement ON U.S.H.R.S., and "Own Your Own Home

Persons and places visited today: Conference with Mr. Fleming on progress of work and was requested by him to take pictures of delaped buildings where Negroes are living and make report on same. This will be started May 7th.

Fred D McCracken

(Signed)

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U. S. DEPARTMENT OF LABOR
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613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT
(These reports must be forwarded each day)

Place: Youngstown, Ohio

Date: Sunday May 4, 1919

Present address: 617 Dollar Bnk. Bldg.,

Will leave here: Probably May 10th

Present telephone number: Federal:-1,600

Next address: 116 N. Dearborn St.,c/oF.B. Washington, Chicago, Ill.

Next address will be good until information later.

Summary of today's work: Delivered address Saturday Eve. May 2d Colored Y.W.C.A before group of 100 women on Homes R.S. and better living conditions; also Sunday May 3d, addressed Soldiers club of about 50 members on Building & Loan Ass'n. and on Own Your Own Homes. Organization formed, committee on corporation formed . Good type of men interested.

Persons and places visited today:

Booker T. Washington Settlement

Fred D. McCracken

(Signed)

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Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT
(These reports must be forwarded each day)

Place: Youngstown, Ohio

Date: May 3, 1919.

Present address: 617 Dollar Bnk. Bldg.

Will leave here: Information later.

Present telephone number: Federal-1,600

Next address: 116 N. Dearborn St., c/o F.B. Washington, Chicago, Ill.

Next address will be good until Information later.

Summary of today's work: Investigating conditions under which many Negroes are living; to be used by Negro Committee on housing. To speak tonight ay Colored Y.W.C.A. to a group of Negro women on room registration and explain and instruct canvassers on work for canvass Monday next. To address returned soldiers tomorrow on building & loan organization.

Persons and places visited today: Various parts of city with Robert Crumpler, Atty.

Fred L. Moderacker

(Signed)

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U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Youngstown, Ohio

Date: ~~April~~May 2, 1919

Present address: 617 Dollar Bnk. Bldg.

Will leave here: Definite information later.

Present telephone number: Federal-1,600

Next address: 116 N.Dearborn St., c/o F.B.Washington, Chicago, Ill.

Next address will be good until Information later.

Summary of today's work: Instructed one canvasser on the work and service; also went over the service thoroughly in matter of keeping up files, filling out reports and in general routine of managing office.
Made personal observation as to existing conditions of housing for Negroes.

Persons and places visited today: Colored Y.W.C.A. H. G. Emmerson, Clarence Tocus, Field Agent Edwards, Mrs. Johnson, volunteer canvasser.

Fred D McCracken

(Signed)

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U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

MAY 3 1919
For Message
Ack. Wrote
Rec. Ack. | File
Index

Place: ~~Washingtx~~ Youngstown, Ohio

Date:

Present address: 617 Dollar Bnk. Bldg.

Will leave here: Probably May 3

Present telephone number: Federal:-1,600

Next address: 116 N. Dearborn, Chicago, Ill., c/o F.B.Washington.

Next address will be good until Information later.

Summary of today's work: Conferences with various citizens on homes registration service. Stimulating interest among Negro citizens. Room canvass probably begin Friday or Saturday next.

Persons and places visited today: Conference with Miss Frazier, "YWC.A? Secy., C. Torcus, Secy. B.T.Washington Settlement House; Field Agent Edwards.

Fred K. Manchester

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Ford.

MAY 1 1919

Place: Youngstown, Ohio

Date: April 30, 1919

Present address: 617 Dollar Bnk. Bldg.

Will leave here: Information later

Present telephone number: Federal, 1,600

Next address: Chicago, 116 N. Dearborn St., c/o F.B. Washington.

Next address will be good until Information later.

Summary of today's work: Conferences with leading Negro citizens, addressed Elite Club, composed of Negro women of city on homes registration service; conferred with citizens on organization of home building society.

Persons and places visited today: Colored Community Center (Y.W.C.A.) Clarence Tocus, Mrs. M.L. Lonesome, Pres. Pres. Negro Women Federated Clubs of Youngstown; Crumpler & Crupmler, Attys; conference with Field Agent Edwards, U.S.H.R.S.

Fred D. McCracken

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Youngstown, Ohio
c/o 617 $ Bnk. Bldg.
Date: April 29th, 1919

Present address: c/o 617 $ Bnk. Bldg.

Will leave here: Probably 3d of May

Present telephone number: Federal-1,600

Next address: 116 N. Dearborn, c/o F.B.Washington, Chicago, Ill.
Next address will be good until : Information later

Summary of today's work: Conference with Negro citizens to pool funds for home building. It will result in the organization of Building & Loan Co., by Negroes. Conferred with existing Building & Loan Companies here and they all offer assistance in every way possible to make organization success. Additional meetings to be held before I leave. Prospect bright for homes registration ser-

Persons and places visited today: Called on Mr. Fred A. Labelle, Pres. Chamber of Commerce. He feels the need of such service for city; Called on A. J. Fleming, in charge of buget for community service, he thinks well of service and have no doubt will recommend funds for establishment. Conferred with him at request of Gen'l. Secy. Y.W.C.A. Wired for Bixby or Edwards as time ripe for full installation of service.

Fred D. McCracken
(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Youngstown, Ohio,

Date: April 28th, 1919

Present address: c/o 617 Dollar Bnk. Bldg.

Will leave here: Probably May 2/1919

Present telephone number: Federal-1,6008

Next address: 116 N. Dearborn, c/o F.B. Washington, Chicago, Ill.

Next address will be good until

Summary of today's work: After conference with Mr. H.M. Hanson, Exec. Secy., Community Service, in charge of all welfare work, agreed to experiement of test service with Negro branch office. Mr. Hanson will act as Chairman. Negro women are volunteering service on back-toschool-drive and consent to make canvas. Negro employed in welfare work to manage; cooperating with Negro Y.W.M.A.

Persons and places visited today: Messrs. Curry & Hanson, Community Service Society, Miss Rebhan, Geshl Secy. Y.W.C.A., Miss Frazier, Negro Y.W.C.A. Secy., Mr. Tocus, Negro Settlement worker; Chas. A. Hall, Supervisor Negro Economics for Ohio.

Fred D McCracken

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Youngstown, Ohio

Date: April 26th, 1919

Present address: c/o 617 Dollar Bnk. Bldg.

Will leave here: Probably May 2

Present telephone number: Federal-1,600

Next address: c/o 116 N. Dearborn, F. B. Washington, Supervisor, Negro Economics. Chicago, Ill.

Next address will be good until

Summary of today's work: Have been assured of co-operation and assistance of Secy. Negro Y.W.C.A., Acting Supt. B.T.Washington Settlement House, Chairman Negro Workers Advisor Committee. Housing and rooming situation critical for all groups.
Call at Chamber of Commerce but Pres. out of city.

Persons and places visited today: U. S. Employment Service; Chamber of Commerce, Mr. Tocus, Act. Supt. B.T.Washington Settlement House; Miss Frazier, Secy. Colored Y.W.C.A., Mr. H. G. Emmerson, Chr. Negro W.A.Committee.

Fred D. McCracken

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Akron, Ohio

Date: April 25, 1919

Present address: 15 Doyle Bldg.

Will leave here: This Afternoon

Present telephone number:

Next address: c/o 617 Dollar Bnk. Bldg
Youngstown, Ohio

Your address will be good until Probably May 2d

Summary of today's work: Again conferred with Supt. of U. S. Employment in regard to putting on Negro Clerk with part time for housing work among the Negroes, payment provided through war chest fund.

Persons and places visited today:

U. S. Employment Service, Thos. Green, Atty., Chr. Negro Workers Advisory Committ.

Fred W. McCracken

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

APR 26 1919

Ford ✓
S ✓

Place: Akron Ohio

Date: April 24, 1919

Present address: 15 Doyle Bldg.

Will leave here: Friday April 25th unless instructed to contrary.

Present telephone number:

Next address: Gen'l. Del. Youngstown, Ohio.

Next address will be good until Information later.

Summary of today's work: Conference by request wit with Mrs. Hobart, in charge of Bureau in Cleveland.

Negroes of Akron request me to remain here to assist in some sort of a volunteer vacancy survey. Wired for instructions. Do not believe of value.

Persons and places visited today: Miss Nash, Exec. Secy. Y.W.C.A. Akron, Ohio; Mrs. Hobart in charge of Bureau in Cleveland. Mr. Thompson Colored "Y" Secy. in Akron.

Fred D McCracken

(Si

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

APR 24 1919

Ford

Place: Akron, Ohio

Date: April 22, 1919

Present address: #15 Doyle Bldg/,

Will leave here: Awaiting developement of installation of service

Present telephone number:

Next address: Probably Youngstown, Ohio/

Next address will be good until

Summary of today's work: Conferred with Mr. Lerric Lerrick, in charge of War Chest fund, who will plave a proposition before Mr. Weller, Executive Secretary of "Y" who is also in charge of welfare work and matters of such character for Chamber of Commerce. Result of conference will be known tomorrow.

Persons and places visited today: Mr. Lerrick, Mr. Workman, Pres/ Chamber of Commerce; Revs/ Allen and Jones, J.D. Lewis, Negro contractor and builder; Miss H.B. Dempsey, Directress Women's Div/ U.S.Employment Service; W.H. Evans, Pres/ Evans & Son, Building-Loan Co/

Fred O McCracken

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Akron, Ohio

Date: April 23, 1919

Present address: c/o # 15 Doyle Bldg/, Akron, Ohio

Will leave here: Probably April 25th

Present telephone number:

Next address: Probably Youngstown

Next address will be good until: Information later

Summary of today's work: Was informed that Mr. Weller Exe. Secy/ "Y" in which is centralized all activities of city, refused to finance canvas or carry it on after canvas. They are making attempt to canvas, only. Mr. Lerrick and Negroes in general approved. Mr. Mr. Lerrick is in charge of war chest but everything must be approved by Weller. Will confer with Y.W.C.A. tomorrow.

Persons and places visited today: Supt/ of U.S. Employment Service Jenkins, Mrs. L. M. Uppermann, Mrs. Z.E. De Braun and Rev. Allen. May be able to get Y.W.C.A. and U.S. Employment Service to assist. Negroes not willing to do so as they claim war chest fund should provide for survey. Will make detail report later.

Fred O McCracken
(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

APR 22 1919

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Clevaland, Ohio.

Date: April 21, 1919

Present address: c/o Room 15 Doyle Bldg., Akron, O

Will leave here: At 6 P.M. even date.

Present telephone number:

Next address: #15 Doyle Bldg., Akron, Ohio.

Next address will be good until Further instruction

Summary of today's work: Upon arriving in Akron Sat. 4/19, found very critical situation as to room congestion in general; Chamber of Commerce just had interesting meeting providing plans for relief. Met Mr. Schaub here today for conference with view of Mr. Schaub visiting Akron.

Persons and places visited today:

Also conferred with Mrs. Hobart and Mr. E.L. Schaub relative to Cleveland situation as well as to Akron condition.

Fred H. McCracken

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
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APR 21 1919

Ford.

Place: Cleveland, Ohio

Date: April 19, 1919

Present address: U.S. Homes R. S., City Hall

Will leave here: 12:45 P.M., April 19/19

Present telephone number:

Next address: General Delivery, Akron, Ohio.

Next address will be good until further notice

Summary of today's work: Conference with Mrs. Hobbart, Director, U. S. H. R. S., Cleveland, Chas. E. Hall, Supervisor Negro Economics for Ohio and Miss Jane E. Hunter, Exec.Secy. P. Whitley Home Ass'n.,(same a Y.W.C.A) as to final arrangements to put on Negro canvasser and inspector and the plan of work.A train worker will be selected.

Persons and places visited today: Office U.S. H. R.S. at City Hall. Leaving for Akron to look over field and start organizarion. Will return to Cleveland Monday for conference with Dr. ~~Zekrank~~ Schaub and will return to Akron on same day.

Fred D McBracken

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
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APR 21 1919

Place: Cleveland, Ohio

Date: April 18, 1919

Present address: U. S. Homes R. S., City Hall.

Will leave here: Probably leave for Akron tomorrow, April 19 and will return Monday, 20

Present telephone number:

Next address: Gen'l. Del. P. O., Akron, Ohio.

Next address will be good until

Summary of today's work: A Negro Canvasser and Inspector to be appointed to Cleveland staff; also Committee appointed composing Negroes to advise with Director of Cleveland office.

Persons and places visited today:

Conferences with Harry E. Davis, Negro Atty., Mrs. A. S. Hobart, Director Cleveland Bureau and Mr. Paul L. Feiss, Federal Representative, U. S. Housing Corporation and President of Chamber of Commerce.

Fred D. McBracken

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

FIELD AGENTS' DAILY REPORT.
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APR 19 1919

Place: Cleveland, Ohio

Date: April 17th, 1919

Present address: U.S. Homes R. S., City Hall

Will leave here: Probably April 21st

Present telephone number:

Next address: Gen'l. Del. Akron, Ohio.

Next address will be good until

Summary of today's work: After conference with various Negroes and organizations it is best to have U. S. Homes R. S. here put on one paid Negro Canvasser and a Negro on the general committee Homes Registration Service.

Persons and places visited today: Wm. Connors, Exe. Secy. Negro Welfare Ass'n., S. E. Kingsley, Electric Bldg. Director Cleveland Welfare Ass'., Chas. E. Hall, Supervisor Negro Economics for Ohio.

Harry Smith, Blackstone Bldg., Editor Cleveland Gazatte.

(Signed)

HB-64

U. S. DEPARTMENT OF LABOR
Bureau of Industrial Housing and Transportation
613 G St., N. W., Washington, D. C.

Ford.

FIELD AGENTS' DAILY REPORT.
(These reports must be forwarded each day)

Place: Cleveland, Ohio

Date: April 16, 1919

Present address: % U.S. Homes. R. S., City Hall

Will leave here: Will inform office later

Present telephone number: Main 6950

Next address:

Next address will be good until

Summary of today's work: Conference with Mrs. Hobart, Mgr., U.S. H. R. S., Harry E. Davis, Chs. Negro Workers Advisory Committee. Will have conference tonight with parties of interest

Persons and places visited today: Mr. Kingsley, Welfare Assn., Mr. Dysper of Civic League; Mr. Harry E. Davis.

Fred D. McCracken
(Signed)

HB-64

April 14, 1919.

TO WHOM IT MAY CONCERN:

Mr. Fred D. McCracken has been appointed Field Agent of this Bureau. He is instructed to organize a canvass of vacant rooms, dwellings and buildings in and near cities and towns in which there are industrial plants filling war orders.

It is understood that he will seek the co-operation of Postmasters, State Supervisors of Negro Economics, Negro Workers' Advisory Committees, State and Local Councils of Defense, Chambers of Commerce, manufacturers, Labor Unions, churches, schools and other local agencies to secure local assistance both for making the vacancy canvass and to establish the Homes Registration Service.

Yours very truly,

Manager, Homes Registration
and Information Division.

To: Dr. James Ford, Mgr., U.S. Homes Registration Service,
U. S. Department of Labor

Ford.

From: Fred D. McCracken, Field Agent, U.S.H.R.S.

Subject: Official visit, Omaha, Nebr.

June 18th: Upon my arrival I immediately conferred with Dr. John Albert Williams, Editor of The MONITOR, a weekly newspaper devoted to the interest of the Negroes. Dr. Williams stated that the housing condition was not as bad at this time in Omaha as last summer. But there was a demand for rooms and also decent houses for purchase among the better class of Negroes. However the city at this time was tied up in a strike and the Labor unions were very bitter against the Negroes and had circulated hand bills throughout the city bitterly attacking the Negroes and informing the public that the business interests were preparing to bring in Negro strike breakers composed of ~~thrug~~ thugs and criminals and warning the citizens that another EAST ST. LOUIS RIOT would occur or be repeated in Omaha if strike breakers were brought in. The commercial organizations and business interests were fighting organized labor and were resorting to any means to break the strike.

After careful observation and consideration of existing conditions I did not believe it wise to attempt to organize vacancy canvass for rooms or dwellings as the Unions would gladly take up our activities and claim that they were for the housing of STRIKE BREAKERS.

However, I conferred with Mr. T. H. Weirch, Executive Secretary of the City Welfare Department. Mr. Weirich was very much interested in homes registration and fully realized its great value at this time for Omaha. However, he stated that his fund was limited and that his department had already made up its program for the year but he would introduce me to the Mayor and perhaps that some fund could be made available for carrying on the homes registration. I conferred with the Mayor and fiund him very courteous and sincerely interested in our work. We went over the whole proposition, discussing all phases of it. He replied that it was sadly ~~in~~ needed in Omaha, but the funds have already been allotted by the City to the various bureaus and under no circumstances would it be possible to allow any additional money. He called in Mr. Weirch and informed him that he would like to see the Homes Registration Service installed in Omaha and if the Welfare Department could do it with its appr priation allotted he wanted it done. Mr. Weirch stated that it would be impossible for his department to take up any more work with its present force. Mr. Smith then stated or suggested that I immediately call on the Commercial organizations and he assured me with his recommendation that funds would be provided by them. As the Commercial organizations were bitterly opposing Union Labor and doing all possible to break the pending strike I deemed it unwise to confer with any of the organizations on the subject.

I then directed by interest in behalf of the OWN YOUR OWN HOME campaign among the Negroes. I conferred with the Secretary of the Omaha Building and Loan Association, the largest and oldest Building and Loan Association in Omaha, as to financing homes for Negroes. I was assured by the officials that the Company would gladly welcome business of the Negroes and would assist them on the same terms and conditions as other citizens in the financing of home purchasing.

The Negro population of Omaha has probably increased 5000 or 6000 within the past three years. The new comers are of a high type, industrious, progressive and with a sincere desire to make the best citizen possible. On 24th Avenue between Cummings and Lake Streets, they have built up a business and residential district of their own. They have drug stores, two furniture stores, meat market and other business stores. They are purchasing homes as repaidly as possible and are really making desirable citizens. I delivered two short addresses on the subject of Home Ownership and Higher Standards of Living.

The prominent Negroes among the new comers are: Rev. Wm. Franklin, the Baptist Minister who came with them and is the dominent influence and who is responsible in a very large degree for the splendid showing they have made and are making, Rev. J. D. Crum who is the manager of the Douglas-Washington Investment Co., and Dr. H. A. Hutten. These new comers are a credit to any community and are making splendid and desirable citizens.

On Saturday June 21st, I visited Council Bluffs, Iowa. The housing condition affecting the Negroes has been some what relieved as many of the new comers left soon after the signing off the armstice. However, the few that remained are of the propert type and rapidly becoming desirable citizens. They are purchasing property, dependable and steadily employed. About 25 have purchased homes since the first of the year.

It is indeed noticeable that the new comers or those that have migrated from the south within the past two or three years are rapidly becoming northernized and are proving themselves entirely worthy of their new surroundings. They are opening up race enterprises and making success in their ventures. Their main difficulty is to obtain good homes for rent or to purchase.

Respectfully submitted
by

Fred D. McCracken
Field Agent, U. S. H. R. S.

Omaha Nebr.

Omaha, Neb/, June 20th, 1919

Dr. James Ford, Mgr/,
U. S. Homes Registration Service,
Dept/ of Labor,
Washington, D. C.,

Dear Sir:

On Wednesday June 18th I sent you the following wire:"Big strike on rumored strike-breakers are to be brought in. Danger our efforts being construed to house strike-breakersP. Dot not deem it wise to attempt Homes Registration Service now. Answer."

Upon my arrival in Omaha I was informed of the strike by the ~~xxxxxxx~~ teamsters and the open charges made by the union leaders against the Negroes and the bitter feeling of resentment by the Negroes.

I inclose clipping from the Omaha Bee of Monday last containing a circular issued and freely distributed by the Unions. This statement is full of dynamite and liable to explode most any time. It is just such propaganda by the labor unions that caused the East St. Louis riot in 1917.

The Chamber of Commerce as an organization has bitterly fought organized labor for years. Knowing its attitude against unions if I called on the Secretary in the interest of our service it would have been construed by the labor leaders at this time as providing places of accommodation for strike-breakers to be brought in as the labor leaders were seising on everything that might stir up the minds of the people and bring sympathy to their cause. They openly charged the employers of planning to bring in Negroes and this charge strongly denied by employers. So under the circumstances I thought it best to wire you as to the existing situation.

Since the signing of the armstice the housing situation is not acute in Omaha although there is a big shortage of houses. I will file a report later as to my official visit to Omaha.

Very truly,

Fred D McCracken

Fred D. McCracken, Field Agent,
U.S.H.R.S., Dept/ of Labor

Manuscripts, 12.

CITY OF PITTSBURGH

PENNSYLVANIA

BUREAU OF CITY HOUSING

O. P. NICOLA, *Chairman*

JOHN H. K. BURGWIN
HARRY C. GRAHAM
A. J. KELLY, Jr.
GEORGE S. OLIVER
A. B. SHEPHERD
E. K. CONNEELY
H. P. HAAS
E. E. McCOY
W. F. SCHLEITER
W. S. WING

GEORGE H. SCHWAN, *Secretary*

October, 14, 1918-

Bureau of Industrial & Transportation
OCT 16
Ford

To Dr. James Ford
From G. B. St. John
Subject Pittsburgh H. R. S.

OFFICES-

Four offices are now being equipped. Furniture is being purchased.

OFFICE MANAGERS.

Office Managers have been hired. These are very high grade women who have all had business and welfare experience.

Telephones.

Telephones are now being installed. Separate telephones are to be placed in all offices whcih are in connectbn with the U. S. Employment Service offices.

Finances;

Money has been secured from City-County funds. -to the amount of $10,000.00

Very truly

G. B. St. John

CITY OF PITTSBURGH

PENNSYLVANIA

OCT 13
File

BUREAU OF CITY HOUSING

O. P. NICOLA, *Chairman*

JOHN H. K. BURGWIN
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E. E. McCOY
W. F. SCHLEITER
W. S. WING

GEORGE H. SCHWAN, *Secretary*

October 15, 1918.

10 copies

To Dr. James Ford
From G. B. St. John
Subject Pittsburgh, H. R. S.

CITY REGISTRY:

Special meeting of the Board of City Registry to discuss co-operation with the U. S. H. R. S. Action to be taken by this Board tonight and decision passed on to office of H. R. S. to morrow.

NEGRO H. R. S. :

The Urban Association for Welfare Work among Negroes has been in touch with the Bureau of City Housing for some time. They have a requaet to go to Washington about houses for Negroes.

This is a recognized Negro organization. The H. R. S. Office asked its directors to submit a detailed report of the needs for houses and rooms to the main office. This office would in turn submit the report to the U. S. Housing Corporation in Washington.

The Directors stated that there was need for a H. R. S. in the Colored section of the city. A careful study of this need is now being made by the H. R. S. If the need seems immediate a branch office will be established in the office of the Urban Association. This will be a regular branch office of the H. R. S. and would be under the direct direction of a Negro manager who would report to the Main office of the H. R. S. as do theother offices.

OFFICE MANAGERS

Office managers are to report to the main office tomorrow for instructions.

PUBLICITY:

When every detail for the

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
613 G STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

OCT 18
Ford

ADDRESS ALL CORRESPONDENCE TO THE CORPORATION
REFER TO

To Dr James Ford
From G. B. St. John
Subject: Pittsburgh U.R.S.

Pittsburgh, Pa
October 16 1918

Office Managers.

Office managers came to Central office for instructions - in their duties.

Publicity. Publicity Campaign outlined to cover a period of months. Campaign will be run in papers as well as news items.

Negro Branch - Negro Branch will not be opened at present. Co-operation between U.R.S. and Urban Assn. will be established. U.R.S. Downtown office will handle rooms for negroes for the present.

G. B. St. John.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
613 G STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

OCT 13

Ford

ADDRESS ALL CORRESPONDENCE TO THE CORPORATION
REFER TO

Oct. 18, 1918.

To Dr. James Ford.
From G. B. H. John.
Subject: Cuffelinghs H. R. B.

Mc Keesport. P.O. Canvass -

The P.O Canvass owing to shortage of letter carriers has just been finished. Mr. Allmann will have data copied for his files & the originals sent to Washington, today.

Negro: Further studies are being made of the negro situation here. They desire a separate Registry. It feel that, for the time being, their work can be handled by the Central office. Branch Offices. Final details being arranged for and pushed for the opening of four branch offices & a Central office - on Monday.

G. B. H. John.

NOTICE

ALL RESIDENTS OF TRUXTUN ARE REQUESTED TO MEET AT THE FIRST BAPTIST CHURCH BRIGHTON, SUNDAY MARCH 23d, at 3 o'CLOCK. MATTERS OF IMPORTANCE TO THE RESIDENTS OF TRUXTUN TO BE CONSIDERED.

W. H. JENNINGS

COMMITTEE

From: Asst. to Chief and in charge of Colored branch, Washington Division, U. S. Homes Registration Service.

To: Mr. L. K. Sherman, Pres. U. S. Housing Corporation.

Subject: Official visit to the Truxtun project, near Portsmouth, Va.

Pursuant to your request as contained in your letter to Mr. E. S. Hage, Manager of the Washington Division, U. S. Homes Registration Service, I left Washington, D. C., March 21st, on an official visit and inspection of the Truxtun housing project. Owing to the inadequate hotel accommodations at Portsmouth, Va., it was necessary for me to stop at Norfolk, Va., and go backward and forth to Portsmouth and Truxtun.

I left Washington, D. C., Friday March 21st at 9:25. I stopped over a train at Richmond, Va., to confer with Mr. T. C. Irvin, Supervisor of Negro Economics for the State of Virginia, which service is under the direction of Dr. G. E. Haynes, Director of Negro Economics, U. S. Department of Labor. Under the authority of the U. S. Department of Labor and through the Director of Negro Economics, Mr. Irvin has organized throughout the State of Virginia, Negro Workers Advisory Committees. A very active committee is at Portsmouth, Va., and the committee has been very much interested in the housing project at Truxtun.

After going over the object of my visit to Truxtun, Mr. Irvin consented to accompany me. We left Richmond at 4 P. M., same date, arriving at Norfolk at 7 P.M. We immediately got in communication with Mr. W. H. Jennings, Chairman of the Portsmouth Negro Workers Advisory Committee and at Mr. Jennings request we went over to Portsmouth and conferred with him at length as to the object of my visit. Mr. Jennings immediately assured us of the hearty co-operation and the sincere desire of his committee to assist us in every way possible to carry out the desire of the U. S. Housing Corporation in a programe of education among the present and prospective tenants of Truxtun as to the proper care and up-keep of the premises so that the project may stand as a model workers community.

It was decided that a mass meeting be called for the following Sunday afternoon at one of the churches near Truxtun and special effort be made to get the present and prospective tenants to attend. Mr. Jennings stated that he would have word as to the meeting passed around among the employees of the Navy yard and also have notices passed around among the tenants at Truxtun. (a copy of notice herein inclosed). It was agreed that we would meet Mr. Jennings at the Navy yard the next day (Saturday morning) for a conference with Navy yard officials.

Saturday March 22d:-Mr. Irvin and myself meet Mr. Jennings and Prof. Ridick, who is in charge of the Colored Schools of Portsmouth, and Rev. Lomax. We were presented to Mr. W. B. Aydelotte, Chief Clerk to the Industrial Manager of the Navy yard, who came in daily contact with the large number of Negro employees of the yard. Mr. Aydelotte was personally interested in the project as he realized that it meant better living conditions for his employees and thereby increasing their efficiency in the yards. He also stated that he would do all possible to keep the project up to a high moral standard and that already had plans under way to provide a library for Truxtun.

We were next presented to Rear-Admiral Fechteler, Commandant of the Navy Yard and to Rear-Admiral Harris, official-in-charge of the 5th Naval District. Both officials had more than a passing interest in the project and expressed willingness to assist in every way possible to make the project a success.

We next called on Mayor Haney, who is also an employee of the Navy yard. He took considerable pride in Truxtun and fully realized what it meant to a very desirable and hard working class of citizens and wanted us to assure the present and prospective tenants that whenever Truxtun was officially a part of Portsmouth that the City of Portsmouth would not neglect it and would do its part to keep it up to a very high standard.

As the Negro employees of the Navy had a very high regard and affection for Rear-Admirals Fechteler and Harris and also for Mayor Haney, we wanted to bring to them at our meeting a direct message from these officials as to their interest and also what they expected of the citizens of Truxtun, and that the citizens of Truxtun could expect most any day to find their good friends, Rear-Admirals Fechteler and Harris, Mr. Aydelotte and Mayor Haney, visiting them to ascertain just how they were treating the property. We knew that this would have a very strong impression on the employees of the Navy yard who would reside in Truxtun.

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We agreed that as Truxtun was a part of the City of Portsmouth and that there was already in existence a very strong , active and influential organization known as "The Negro Workers Advisory Committee for Portsmouth," and that this committee had already been of valuable assistance to Mr. Cover, the local manager of the Truxtun project, in the selection of tenants and in advice as to ~~mmk~~ policy of the community; that an auxillery to the Portsmouth Committee be created and the members selected from the tenants and prospective tenants.

The Auxiliary committee ~~was~~ to meet weekly; to keep in constant touch with Mr. Cover and the tenants and to be a sort of a clearing house for all complaints and recommendations and also act as a city council and have duties as such until the project was completely finished when plans would be made effective for a sort of a city government elected by the tenants. The committee would advice the tenants as to the proper care of the property; encourage community buying, the proper recreation, individual and community gardening, to keep their yard and alley in healthful and sanitary condition and to assist in every way possible in carrying out whatever rules and regulations promulgated by th e U. S. Housing Corporation through its local manager as to the proper care of the houses, streets, alleys and the community in general. It also being obligatory on the part of the committee to confer frequently with the town manager on all matters affecting any change as to the fixed policy for Truxtun.

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It was thought best not to attempt to organize the women of Truxtun as the Women's branch of the Council of Defense had charge of organization work among the women of Portsmouth and the Colored ladies in charge of this work desired to make Truxtun as one of the Districts and they promised to carry out our plan and scope of work among the house wives of the present and prospective tenants and that such an organization would be organized Sunday ~~mxk~~ next March 29th at one of the homes of the present tenants or at the house which Mr. Cover is having remodelled to serve as a temporary community house or town hall for Truxtun. Miss Duke will have charge of the organization.

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The women's organization will educate the women as to the proper up-keep of the homes and including general welfare and community service.

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There was also complaint as to the present schedule of rents. I believe this is due to real estate agents at Portsmouth. However, after explaining in detail just what they were receiving at Truxtun and citing conditions under which they were compelled to live in Portsmouth they all seemed to be satisfied.

They were also rather anxious as to the opportunity to purchase the property. We did not attempt to explain as to what might be the situation, but informed them that whenever the time came for the disposal of the property undoubtedly the tenants would have the preference.

SUGGESTIONS: That provision be made if possible for the installation of hot water tanks. Very few of the homes occupied by Negroes in Portsmouth have bath tubs. Unless the tanks are installed I fear they will be used as an ornament by some or as a storage for potatoes. It is rather difficult for them to carry hot water up stairs .

That Mr. Cover confer frequently with the Negro Workers Advisory Committee of Portsmouth and the Auxiliary at Truxtun on matters affecting the tenants and project. Mr. W. H. Jennings, Chairman of the Portsmouth Committee, is one of the most influential Negroes in Portsmouth. He is an employee of the Navy yard and has the absolute confidence of the Navy yard officials, the city officials and with his own people. Mr. A. S. Lomax, Chairman of the Auxiliary Committee at Truxtun, is also very influential, reliable and has the confidence of his own people and has a personal pride in Truxtun.

It might be of value for Dr. Haynes, ~~or the~~ Director of Negro Economics or myself make a trip to Truxtun within the next month. However, I am confident that with the sympathic interest of Mr. Cover and the activities of the organizations for Truxtun that the project will measure up to all what may be expected of it and that it will be one of the most successful workers communities in the country and stand as a monument to the U. S. Housing Corporation.

Respectfully submitted March 29th, 1919.

Very truly,

Fred D McBrocken

Asst. to Chief, Registration & Placement
Section, U.S. Homes Registration Service
In charge of Colored Branch.

Entry 65
Rent Profiteering

10 made 5/9

B.

Ford Schaub

Youngstown, Ohio.

617 Dollar Bnk. Bldg.

To. Dr. James Ford, Mgr. U.S.H.R.S., (Attention Dr. Schaub)

From: Fred D. McCracken, Field Agent, U.S.R.S.,

Subject: General Information on Youngstown; also requesting certain supplies.

The work as to the establishment of Hoes Registration Service is progressing. There are about six Colored women now engaged in making canvas and inspection of rooms in the Colored sections of the city. They will make their report on Friday or Saturday. The women are all of good character and actively engaged in club and uplift work. The manager of the Bureau for the Negroes is a very bright and energetic young fellow who is now in charge of a Negro Settlement House and also Juvenile officer. Until further arrangements are made, the office will be established in the Colored Y.W.C.A. Building and also a list placed at the Settlement House. All seem to be much enthused over the service.

We are also stimulating interest in the "Own Your Own Home" campaign. A company is now being formed for the organization of a building and loan company.

The living conditions among the negroes are about as bad here as you could possibly find any where. Negroes making good salaries compelled to live like pigs due to the lack of homes or securing better houses. Profiteering is running wild and the renting agencies and owners are nothing less than a set of highwaymen. Interesting both white and Negroes to construct modern houses for this very worthy class of citizens.

Please send me without delay about a dozen of the canvassers buttons. Sent

The room cards, R.S. 26 is just what is needed. Please send C. Tocus, Mgr. U.S.H.R.S., 248 Belmont Av., Youngstown, Ohio, about 100 cards, entitled "Better homes means better citizens, etc." also a pad of R.S. No. 1. } Sent 5/9/19

Hope to be able to leave here Saturday or Sunday for Chicago.

Respectfully submitted May 7th.

Fred D. McCracken
Field agt.

FROM: Fred D. McCracken, DATE: Apr. 29, 1919.

TO: Dr. James Ford,

SUBJECT: Youngstown, Ohio.

I had a long conference with Mr. A. J. Fleming who is in charge of making up the budget for community welfare work and is now engaged in making up same. He was very greatly impressed with our service and stated just what was needed. He made inquiry as to one of the other Field Agents who might come here to work out situation for the whites. I informed him that I thought one was in the vicinity; so I wired. Miss Rebhan, General Secretary of Y.W.C.A., requested me to see Mr. Fleming and also to request one of the other field agents to come to Youngstown at once while the city is in the mood to do something along the line she has been working for sometime. She felt that if proper pressure were brought at this time it would be included in the budget now being made up and it would provide for establishment of official office to care for work in full by the appointment of paid canvassers and inspectors as well as director-in-charge. So I wired after my conference with Mr. Fleming.

We will probably start on negro canvass tomorrow or as soon as cards arrive. Am working on my committee now. Please send the following supplies to address indicated.

Posters, letter heads and envelopes (addressed to Dr. Ford, and plain) memorandums and instructions. Send same as soon as possible to Mr. Geo. Tocus, Mgr. Branch, U.S.H.R.S., 248 Belmont Street, Youngstown, Ohio. He will be in charge of office.

Mr. Labelle, Pres. Chamber of Commerce, informed me after conference that he would present matter to Chamber of Commerce as soon as our work got under way and proved its worth and he felt that the Chamber of Commerce would do whatever possible to establish system in full. However, I know that if Field Agent Bixby or Edwards were here it would be installed at once. So would recommend if possible either be sent here.

Fred D. McCracken,
Field Agent, U. S. H. R. S.

To: Dr. James Ford, Manager, U. S. H. R. S., Washington, D. C.

From: Fred D. McCracken, Field Agent, U. S. H. R. S.

Subject: Official visit: Youngstown, Ohio.

This morning with Mr. Tocus, Acting Supt. B. T. Washington Settlement House, I called at the office of the Community Service Society, Youngstown, and wnet over our proposition in detail with Mr. H. M. Hanson, Exe Secy., and with Mr. Curry, Secretary-Treasurer. They both stated that they were extremely anxious to have some kind of a programe for housing and rooming, expecially as to the Negroes andwould be very glad to give our service a trial and if it proved successful he would be pleased to have the service installed completely for the use of the city; that they had tried to work out some sort of a scheme for housing and rooming, but nothing definite had been decided; Mr. Hanson stated that ten Juvenile Court officers would soon be appointed, two of the number to be Negroes, and that these officers could also act as canvassers and inspectors of rooms, but for the time being he would have Mr. Tocus look after the Negro work in connection with the Negro women who were volunteering service in a back to school drive, who would make the canvass. Mr. Hanson is anxious for you to have either Mr. Bixby or Mr. Edwards here to look after the canvass for whites later on. So I immediately wired for cards to begin the work. The office will be in the Negro Y. W. M. C. building, probably later on an office established near depot. Mr. Hanson also requested me to inform Dr. Ford that he is sending Dr. Ford annual report of their housing project here and also a copy of his pamphlet containing program on "Universal Civilian Training.

I also called on Miss Rebhan, General Secretary Y. W. C. A., and she approved of our system and offered any assistance she could give in our work. However, she stated that she feared that volunteer canvass or service would not do much good and that she favored paid canvasser-Inspector; she also stated that condition as to placement in rooming and housing was deplorable as to white and thatshe extremely anxious to have either Mr. Bixby or Mr. Edwards or one of theother field agents to come at once as time is ripe for the installation of the U. S. Homes Registration Service; budget is now being made up which could include funds for paid canfasser-Inspectors for both Negro and White, if strongly presented to committee.

I would strongly recommend that either Mr. Bixby or Mr. Edwards come at once as time is ripe for immediate service with YWCA pushing it. The Juvenile Court officers may not be appointed for some weeks mean while rooming and housing situation growing more critical daily.

Submitted April 28, 1919

Fred D. McCracken

Truxton

From: Asst. to Chief and in charge of Colored branch, Washington Division, U. S. Homes Registration Service.

To: Mr. L. K. Sherman, Pres. U. S. Housing Corporation.

Subject: Official visit to the Truxton project, near Portsmouth, Va.

Pursuant to your request as contained in your letter to Mr. E. S. Hage, Manager of the Washington Division, U. S. Homes Registration Service, I left Washington, D. C., March 21st, on an official visit and inspection of the Truxton housing project. Owing to the inadequate hotel accommodations at Portsmouth, Va., it was necessary for me to stop at Norfolk, Va., and go back and forth to Portsmouth and Truxton.

I left Washington, D. C., Friday March 21st at 9:25. I stopped over a train at Richmond, Va., to confer with Mr. T. C. Irvin, Supervisor of Negro Economics for the State of Virginia, which service is under the direction of Dr. G. E. Haynes, Director of Negro Economics, U. S. Department of Labor. Under the authority of the U. S. Department of Labor and through the Director of Negro Economics, Mr. Irvin has organized throughout the State of Virginia, Negro Workers Advisory Committees. A very active committee is at Portsmouth, Va., and the committee has been very much interested in the housing project at Truxton.

After going over the object of my visit to Truxton, Mr. Irvin consented to accompany me. We left Richmond at 4 P. M., same date, arriving at Norfolk at 7 P.M. We immediately got in communication with Mr. W. H. Jennings, Chairman of the Portsmouth Negro Workers Advisory Committee and at Mr. Jennings request we went over to Portsmouth and conferred with him at length as to the object of my visit. Mr. Jennings immediately assured us of the hearty co-operation and the sincere desire of his committee to assist us in every way possible to carry out the desire of the U. S. Housing Corporation in a programe of education among the present and prospective tenants of Truxton as to the proper care and up-keep of the premises so that the project may stand as a model workers community.

It was decided that a mass meeting be called for the following Sunday afternoon at one of the churches near Truxton and special effort be made to get the present and prospective tenants to attend. Mr. Jennings stated that he would have word as to the meeting passed around among the employees of the Navy yard and also have notices passed around among the tenants at Truxton. (a copy of notice herein inclosed). It was agreed that we would meet Mr. Jennings at the Navy yard the next day (Saturday morning) for a conference with Navy yard officials.

Saturday March 22d;-Mr. Irvin and myself meet Mr. Jennings and Prof. Ridick, who is in charge of the Colored Schools of Portsmouth, and Rev. Lomax. We were presented to Mr. W. B. Aydelotte, Chief Clerk to the Industrial Manager of the Navy Yard, who come in daily contact with the large number of Negro employees of the yard. Mr. Aydelotte was personally interested in the project as he realized that it meant better living conditions for his employees and thereby increasing their efficiency in the yards. He also stated that he would do all possible to keep the project up to a high moral standard and already had plans under way to provide a library for Truxton.

We were next presented to Rear-Admiral Fechteler, Commandant of the Navy Yard and to Rear-Admiral Harris, official-in-charge of the 5th Naval District. Both officials had more than a passing interest in the project and expressed willingness to assist in every way possible to make the project a success.

We next called on Mayor Haney, who is also an employee of the Navy yard. He took considerable pride in Truxton and fully realized what it meant to a very desirable and hard working class of citizens and wanted us to assure the present and prospective tenants that whenever Truxton was officially a part of Portsmouth that the City of Portsmouth would not neglect it and would do its part to keep it up to a very high standard.

As the Negro employees of the Navy had a very high regard and affection for Rear-Admirals Flechtler and Harris and also for Mayor Haney, we wanted to bring to them at our meeting a direct message from these officials as to their interest and also what they expected of the citizens of Truxton, and that the citizens of Truxton could expect most any day to find their good friends, Rear-Admirals Fechteler and Harris, Mr. Aydelotte and Mayor Haney, visiting them to ascertain just how they were treating the property. We know that this would have a very strong impression on the employees of the Navy yard who would reside in Truxton.

We visited Truxton in the afternoon and talked with a number of the present tenants. They all were much pleased with their homes and expressed a strong desire to follow out any instructions they might receive, either through club organizations or through the town manager as to the proper care of the houses. They all seemed to feel a high sense of pride and as one poor soul expressed herself," she could hardly believe she was living and that she was in some sort of a trance as the house was so beautiful and above all had such a nice large white bath tub." The houses we visited seemed to be in good conditions. We found Mr. Sampson, Asst. to Mr. Cover, very accommodating and doing his part to assist the tenants in being comfortable and also starting them off in the right direction in the care of the property.

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COMPLAINTS: The complaints registered while I was there were not serious. There was a very strong complaint on the part of both, the present and prospective tenants as to the absence of the hot water tank.

There was also complaint as to the present schedule of rents. I believe this is due to real estate agents at Portsmouth. However, after explaining in detail just what they were receiving at Truxton and citing conditions under which they were compelled to live in Portsmouth they all seemed to be satisfied.

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Respectfully submitted March 29th, 1919.

Very truly,

(Signed) Fred D. McCracken,
Asst. to Chief, Registration & Placement
Section, U.S. Homes Registration Service
In charge of Colored Branch.

Entry 137
Records of the Operations Division

Truxton - Virginia

TRUXTUN, VIRGINIA.

1. Lease & Certificate of Inspection
2. Rentals
3. Collection of Rents
4. Miscellaneous Complaints
5. Repairs
6. Furnishings & Equipment.
   6-A Interior Decorations
7. Personnel - 7TM Town Manager
8. Applications for Houses
9. General
10. Reports - Form- General 2
11. Insurance & Fire Protection
12. Water, Gas & Electric Supply
13. Stores
14. Caferterias & Dormitories.
15. Schools
16. Old Buildings
17. Community Buildings
18. Garages & Automobiles
19. Publicity
20. Re. Sale of Real Estate.
21. Financial Statements
22. Census of Tenants

Travel Authorizations
Special Report.

7

PERSONNEL

TRUXTUN-PROJECT-150-C

JUNE 26, 1920.

&&&

PERSONNEL

TRUXTUN-PROJECT-150-C

JUNE 19, 1920.

&&&

7

PERSONNEL

TRUXTUN-PROJECT-150-C

JUNE 12, 1920.

Eugenia Baker	Char-woman	$ 25.00	per	mo.
Samuel G. Baucum	Policeman	150.00	"	"
Willientte C. S. Brown	Teacher	60.00	"	"
Zenobia B. Brown	Teacher	44.00	"	"
Virginius N. Carney	Teacher(Prin)	100.00	"	"
Clara L. Harris	Teacher	40.00	"	"
* Benjamin Kelly	Laborer	.46	"	hr. *
Lillian Hall-LeGrand	Book-keeper	75.00	"	mo.
Fred D. McCraken	Operating Representative	208.33	"	"
	Total	$ 702.33		

SIGNED:

Fred D. McCracken,

Operating Representative.

*NOTE:

Not included in the total as the amount varies according to the number of hours made.

7

PERSONNEL

TRUXTUN-PROJECT-150-C

JUNE 5, 1920.

Eugenia Baker	Char-woman	$ 25.00	per	mo.
Samuel G. Baucum	Policeman	150.00	"	"
Willienette C. S. Brown	Teacher	60.00	"	"
Zenobia B. Brown	Teacher	44.00	"	"
Virginius N. Carney	Teacher (Prin)	100.00	"	"
Clara L. Harris	Teacher	40.00	"	"
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Fred D. McCracken,

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PERSONNEL

TRUXTUN-PROJECT-150-C

MAY 29, 1920.

7

Eugenia Baker	Char-woman	$ 25.00	per	mo.
Samuel G. Baucum	Policeman	150.00	"	"
Willienette C. S. Brown	Teacher	60.00	"	"
Zenobia B. Brown	Teacher	44.00	"	"
Virginius N. Carney	Teacher	100.00	"	"
Clara L. Harris	Teacher	40.00	"	"
* Benjamin Kelly	Laborer	.46	"	hr. *
Lillian Hall-LeGrand	Book-keeper	75.00	"	mo.
Fred D. McCracken	Operating Representative	208.33	"	"
	Total	$ 702.33		

SIGNED: Fred D. McCracken

Fred D. McCracken,
Operating Representative.

RECEIVED
JUN 1 1920
ANSWERED
OPERATING DIVISION

*NOTE:

Not included in the total as the amount varies according to the number of hours made.

7

PERSONNEL

TRUXTUN-PROJECT-150-G

MAY 22,1920.

Eugenia Baker	Char-woman	$ 25.00	per	mo.
Samuel G. Baucum	Policeman	150.00	"	"
Willienette C. S. Brown	Teacher	60.00	"	"
Zenobia B. Brown	Teacher	44.00	"	"
Virginius N. Carney	Teacher(Prin)	100.00	"	"
Clara L. Harris	Teacher	40.00	"	"
*Benjamin Kelly	Laborer	.46	"	hr.*
Lillian Hall-LeGrand	Book-keeper	75.00	"	mo.
Fred D. McCracken	Operating Representative	208.33	"	"
	Total	$ 702.33		

SIGNED:

Fred D. McCracken,
Operating Representative.

NOTE*

Not included in the total as the amount varies according to the number of hours made.

RECEIVED
MAY 24 1920
ANSWERED
OPERATING DIVISION

PERSONNEL

TRUXTUN-PROJECT-150-C

MAY 15,1920.

RECEIVED MAY 18 1920 ANSWERED OPERATING DIVISION

Eugenia Baker	Char-woman	$ 25.00	per	mo.
Samuel G. Baucum	Policeman	150.00	"	"
Willienette C. S. Brown	Teacher	60.00	"	"
Zenobia B. Brown	Teacher	44.00	"	"
Virginius N. Carney	Teacher(Prin)	100.00	"	"
Clara L. Harris	Teacher	40.00	"	"
* Benjamin Kelly	Laborer	.46	"	hr.*
Lillian Hall-LeGrand	Book-keeper	75.00	"	mo.
Fred D. McCracken	Operating Representative	208.33	"	"
	Total	$ 702.33		

Signed:

Fred D. McCracken,

Operating Representative.

NOTE:*

Not included in the total as the amount varies according to the number of hours made.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
603 THIRTEENTH STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

Received at U. S. HOUSING CORPORATION MAY 12 1920 Referred to FILE

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

RECEIVED MAY 11 1920 ANSWERED OPERATING DIVISION

#7

PERSONNEL

TRUXTUN-PROJECT-150-C

MAY 8, 1920.

Eugenia Baker	Char-woman	$ 25.00	per mo.
Samuel G. Baucum	Policeman	150.00	" "
Willienette S. C. Brown	Teacher	60.00	" "
Zenobia B. Brown	Teacher	44.00	" "
Virginius N. Carney	Teacher (Prin)	100.00	" "
Clara L. Harris	Teacher	40.00	" "
* Benjamin Kelley	Laborer	.46	" hr.*
Lillian Hall-LeGrand	Book-keeper	75.00	" mo.
Fred D. McCracken	Operating Representative	208.33	" "
	Total	$702.33	

SIGNED:

Fred D. McCracken,
Operating Representative.

NOTE: *

Not included in the total as the amount varies according to the number of hours made.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
603 THIRTEENTH STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

#9
McCulloch

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

Truxtun-Portsmouth, Va.,

May 5, 1920

RECEIVED MAY 6 1920 ANSWERED

Dear Mr. McCulloch:

Dr. Geo. E. Haynes, Director of Negro Economics, Department of Labor, informs me that he has Mr. Sherman's permission for me to attend a conference on housing conditions at Washington. The situation is very acute as to Negroes. Under the U. S. Housing Corporation with the advice of the Director of Negro Economics, I personally had charge of housing matters for Negroes. I have requested Dr. Haynes' office to ~~xxxx~~ have the conference on Sunday and Monday next. So will see you Monday.

Very truly,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
603 THIRTEENTH STREET NORTHWEST—P. O. Box 1903
WASHINGTON, D. C.

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

PERSONNEL

TRUXTUN-PROJECT-150-C

MAY 1,1920.

Eugenia Baker	Charwoman	$ 25.00	per	mo.
Samuel G. Baucum	Policeman	150.00	"	"
Willienette C. S. Brown	Teacher	60.00	"	"
Zenobia B. Brown	Teacher	44.00	"	"
Virginius N. Carney	Teacher(Prin)	100.00	"	"
Clara L. Harris	Teacher	40.00	"	"
*Benjamin Kelley	Laborer	.46	"	hr*.
Lillian Hall-LeGrand	Book-keeper	75.00	"	mo.
Fred D. McCracken	Operating Representative	208.33	"	"
	Total	$702.33		

SIGNED:

Fred D. McCracken,
Operating Representative.

RECEIVED MAY 4 1920 OPERATING DIVISION ANSWERED

*Note:

Not included in the total as the amount varies according to the number of hours made.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
603 THIRTEENTH STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

RECEIVED APR 26 1920 ANSWERED OPERATING DIVISION

PERSONNEL
TRUXTUN-PROJECT-150-C
APRIL 24,1920

Eugenia Baker	Char-woman	$ 25.00	per	mo.
Samuel G. Baucum	Policeman	150.00	"	"
Willienette C. S. Brown	Teacher	60.00	"	"
Zenobia B. Brown	Teacher	44.00	"	"
Virginius N. Carney	Teacher(Prin)	100.00	"	"
Clara L. Harris	Teacher	40.00	"	"
* Benjamin Kelley	Laborer	.46	"	hr.*
Lillian Hall-LeGrand	Book-keeper	75.00	"	mo.
Fred D. McCracken	Operating Representative	208.33	"	"
	Total	$ 702.33		

SIGNED: Fred D. McCracken
Fred D. McCracken,
Operating Representative.

*NOTE:

Not included in the total as the amount varies according to the number of hours made.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
13TH AND G STREETS NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

Fuller

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

RECEIVED APR 21 1920 ANSWERED OPERATING DIVISION

PERSONNEL

TRUXTUN-PROJECT-150-C

APRIL 17,1920.

Eugenia Baker	Char-woman	$ 25.00	per	mo.
Samuel G. Baucum	Policeman	150.00	"	"
Willienette C. S. Brown	Teacher	60.00	"	"
Zenobia B. Brown	Teacher	44.00	"	"
Virginius N. Carney	Teacher(Prin)	100.00	"	"
Clara L. Harris	Teacher	40.00	"	"
Banjamin Kelly	Laborer	.46	"	hr.*
Lillian Hall-LeGrand	Book-keeper	75.00	"	mo.
Fred D. McCracken	Operating Representative	208.33	"	"
	Total	$702. 33		

SIGNED:

Fred D. McCracken,

Operating Representative.

* Note:

Not included in the total as the amount varies according to the number of hours made.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
603 THIRTEENTH STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

RECEIVED APR 13 1920 OPERATING DIVISION ANSWERED

File

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

7

PERSONNEL

TRUXTUN-PROJECT-150-C

APRIL 10,1920.

Eugenia Baker	Char-woman	$ 25.00	per	mo.
Samuel G. Baucum	Policeman	150.00	"	"
Willienette C.S. Brown	Teacher	60.00	"	"
Zenobia B. Brown	Teacher	44.00	"	"
Virginius N. Carney	Teacher(Prin)	100.00	"	"
Clara L. Harris	Teacher	40.00	"	"
Benjamin Kelly	Laborer	.46	"	hr.
Lillian Hall-Legrand	Book-keeper	75.00	"	mo.
Fred D. McCracken	Operating Representative	208.33	"	"
Mack Stancil	Mechanic	105.00	"	"

SIGNED:

Fred D. McCracken,

Operating Representative.

#9

April 6,1920

Mr. F. D. McCracken, Op. Rep.
U. S. Housing Corporation
Portsmouth, Va. Truxtun, R.D.

Dear Sir:-

In reply to your letter of April 3rd, I think your suggestion a good one. As to the amount which the purchasers of the property will be able to pay, you can judge better than I. If you are of the opinion that we cannot ask more than $2., I think that it should be made clear to them that this payment of $2.00 is solely to carry the police force. We do not wish to obligate ourselfes with regard to maintenance of the other utilities and the sum of $2. a head is of course, totally inadequate to cover the maintenance of anything beyond the police force for a period of three (3) months.

I approved of your arrangement with regard to the charwoman, laborer and general mechanic. The schools of course, will be maintained until the closing time this spring.

After the first of Jyly there is no chance of the 1920-1921 appropriation carrying any funds for the maintenance of any of the utilities, so it will be necessary from that date on for the purchasers of the property to maintain all these at their own expense until such time as the property is deeded to them and they become subject to taxation, when of course, the maintenance will be cared for out of the taxes. As the total of these maintenance costs is now between five and six hundred dollars a month, a payment to cover all of them with the necessary overhead, would amount to $2.50 a head per month. $2.00 a head for the 3 months from April 1st to July 1st is therefore but little more than one quarter of the total amount necessary. It is on this account that I think that you should make it clear that the $2.00 charge is only to maintain the police force because there are no further Government funds available for this purpose. As long as funds last, we will maintain the other services but after the funds run out the services will have to be maintained by the purchasers. In line with this view of the matter I suggest that your notice be somewhat on the following order:

"Dear Sir:-

As the Government funds assigned to the maintenance of the policing of Truxtun project will be exhausted before the first of May and as it is against the general policy of the Government to maintain public services after the property has been sold, it will be necessary in order to keep the project policed, which policing is essential to the protection and well being of those living here, that funds be provided by the purchasers of the property for main-

taining the police force. The amount necessary to accomplish this purpose up to the first of July will be covered by an assessment of $2.00 upon each individual purchaser of improved property at the Truxtun project. Please consider this as a formal notice of assessment against you of this sum of $2.00 which will be payable on or before the first of May.

While the Government funds are sufficient to permit of the maintenance of the school until the closing of the spring season and the care of the other public services up to the first of July, I wish to advise you at this time that there is little probability of our obtaining an appropriation for the maintaining of any of the public services after July 1st, from then on, it will be necessary to assess the purchaser of the property for the maintenance of all these services. You will be advised before the first of July as to what the amount of this assessment will be. This assessment will remain in force until such time as the property has been deeded to the purchasers, after which it will be entered on the local tax roll; you will then pay state, county and local taxes and the public services will be maintained out of these. While you are not paying taxes, it will be no hardship upon you to pay the above mentioned assessment as they fall due, especially as the amount necessary will be considerably less than the amount which would be collected as taxes on the property, were it subject to taxation."

Very truly yours,

UNITED STATES HOUSING CORPORATION

R. A. McCulloch
Manager, Operating Division.

McC/w

#7

April 3,1920

Mr. F. D. McCracken, Op. Rep
U. S. Housing Corporation
~~Truxtun, R.D.~~
Portsmouth, Va.

Dear Sir:

Replying to your letter of April 1st in regard to the change made in the police force, dropping one man and retaining the other at $150. a month; this meets with my approval. I trust that before the end of the month you will have the scheme for obtaining this man's salary from the purchasers of the property, in working order.

Very truly yours,

UNITED STATES HOUSING CORPORATION

H. A. McCulloch
Manager, Operating Division.

McC/w

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
603 THIRTEENTH STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

#7

Truxtun, Portsmouth, Va.,
April 3, 1920

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

Mr. R. A. McCulloch, Mgr.,
Operating Div., U.S.H.C.,
Washington, D. C.,

Dear Sir:

In reply to your letter of the 1st in reference to the duties of char-woman, laborer and mechanic, carried on the pay roll of this project, I submit the following:

1:-The duties of the char-woman is to assist in cleaning, dusting, sweeping and perform like service at the mess hall or barracks now used as a school. Until we can go without fires at the school, I deem it a necessity to continue her services.

2:--The duties of the laborer includes all the rough work around the project; clean our office, attend the fires at school and office; keep the streets in good condition, keep the sewers and storm sewers open and perform whatever duties he may be called upon. His continued service~~s~~ ~~are~~ is necessary. As a matter of economy, it is much cheaper to retain him than to go out in the open market and get some one to perform the duties whenever necessary. In a big project like Truxtun, emergencies are always arising and in such ~~in~~ cases delay means additional cost.

3:- While we were renting the houses it was absolutely necessary for us to have a general mechanic. His services will end on the 15th of April.

Very truly,

Fred D. McCracken

Fred D. McCracken,
Operating Representative
Truxtun-Portsmouth, Va.

PERSONNEL

TRUXTUN-PROJECT-150-C

APRIL 3,1920.

Eugenia Baker	Char-woman	$ 25.00	per	mo.
Samuel G. Baucum	Policeman	150.00	"	"
Willienette C. S. Brown	Teacher	60.00	"	"
Zenobia B. Brown	Teacher	44.00	"	"
Virginius N. Carney	Teacher(Prin)	100.00	"	"
Clara L. Harris	Teacher	40.00	"	"
Benjamin Kelly	Laborer	.46	"	hr.
Lillian Hall-LeGrand	Book-keeper	75.00	"	mo.
Fred D. McCracken	Operating Representative	208.33	"	"
Mack Stancil	Mechanic	105.00	"	"

524.8

Signed:

Fred D. McCracken,

Operating Representaive.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
603 THIRTEENTH STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

#7

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

RECEIVED APR 6 1920 OPERATING DIVISION

Truxtun, Portsmouth, Va.,
April 3, 1920

Mr. R. A. McCulloch, Mgr.,
Operating Div., U.S.H.C.,
Washington, D. C.,

Dear Sir:

In further reply to your letter of the 30th ult., in reference to police at Truxtun, after a careful consideration of the matter I believe it would be to the best interest of all concerned to make a flat assessment or tax upon each and every individual purchaser of improved property of Two ($2.00) Dollars, payable on or before the First Day of May next. Also that it be understood that this tax is necessary for the continuance of all public services at Truxtun until the First Day of July next. This plan simplifies the whole situation. I am inclosing herewith a letter drafted for your approval. Of course, the Housing Corporation should pay a small amount for its share of service. I would appreciate your early consideration of the matter.

Very truly,

Fred D. McCracken

Fred D. McCracken,
Operating Representative,

Mr. John Doe,
117 Key Road,
Truxtun, Va.,

Fear Sir:

You are hereby notified that a tax of Two ($2.00) Dollars, payable on or before the First Day of May next, is levied upon each and every individual purchaser of improved property at Truxtun-Project-150-C by the United States Housing Corporation. This tax is necessary for the continuance of street lighting service, garbage collection service and SCHOOL fire and police protection until the First Day of July next. At the present time, ~~TRUXTUNXPROPERTIES~~ the title to the Truxtun properties is in the name of the United Stares Housing Corporation and you are not subject to any City, County or State tax within this period.

~~Yours~~ Very truly,

United States Housing Corporation
per Fred D. McCracken,
Operating Representative.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
13TH AND G STREETS NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

Received at U. S. HOUSING CORP. APR 3 1920 Referred to Mr. McCulloch Mr. FILE

Truxtun, Portsmouth, Va.,
April 1, 1920

Mr. R. A. McCulloch, Mgr.,
Operating Div.,
U.S.H.C.,
Washington, D. C.,

Dear Sir:

Please have forwarded a supply of letter-heads and envelopes for use at our project at Truxtun.

Very truly,
Fred D. McCracken
Fred D. McCracken, O.R.,

RECEIVED APR 3 1920 ANSWERED OPERATING DIVISION

Order made out 4/3/20

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
13TH AND G STREETS NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

Truxtun, Portsmouth, Va.,
April 1, 1920

Mr. R. A. McCulloch, Mgr.,
Operating Div., U.S.H.C.,
Dear Sir:

Your letter received relative to the retention of the police at Truxtun. I do not doubt that it is the best way to handle the situation and the matter will be brought up in our Town Meeting Friday April 2d; also the Property Owners Association will discuss the subject and some feasible plan will be worked out.

I have dropped Officer Allen this date and have retained Officer Baucum who lives near the project. He will work from noon to three A.M. except on pay ~~nights~~ or collection nights which will be until 8 A.M., at the rate of $150.00. In fact, he will be close at hand at all times. He is a very efficient and reliable officers. By this change we are saving $90.00 for the month of April and I believe will get much better service as Allen did not measure up.

Very truly,
Fred D. McCracken,
Operating Representative.

RECEIVED APR 3 1920 OPERATING DIVISION
ANSWERED 4/7/20

File

file #7

April 1,1920

Mr. F. D. McCracken, Op. Rep.
U. S. HousingCorporation
Portsmouth, Va. Truxton, R.D.

Dear Sir:-

Will you kindly report to me exactly what are the duties of your charwoman, laborer and mechanic, and also let me know whether you think that you can so arrange the management so that you can dispense with some of all of these in the near future. There are certain duties which we will I appreciate, have to perform, such as maintenance of utilities, keeping roads in proper condition and free from refuse, etc. However it does not seem to me that it should be necessary to keep any one steadily on the pay roll for this purpose. It should be possible to obtain help from Portsmouth from time to time as the emergency may arise.

Very truly yours,

UNITED STATES HOUSING CORPORATION

R. A. McCulloch,
Manager, Operating Division.

McC/w

File #2

March 30,1920

Truxton, 150-C

Mr. F.D. McCracken, Op. Rep.
U.S/Housing Corporation
Portsmouth, Va.

Dear Sir:

Replying to your letter of March 28th and accompanying statement of expenses, I am glad to learn that you feel you will be able to make economies enabling you to keep within the available funds. This relieves us of the necessity of dropping the police force at once and I have accordingly wired you to retain them during April. However, the question of policing the project is not entirely one of available Government funds. The houses have been sold and while it is true that the Federal Government still holds title to the property, having sold under contract of sale and no deeds having yet been delivered, it is equally true that after the property has been sold it is incumbent upon the purchaser to provide nedessary funds for the usual municipal services. One purpose of with holding deeds for the present was to relieve the purchaser, as much as possible, of the burden of taxation which would come upon the property once the title is passed. It is necessary however, for them to realize that sooner or later the title must be passed to this property and that they will then be subject to full taxation even though it may be questionable as to whether they obtain the same benefits from the taxation that some of the others parts of of the town now get. In other words when once the title is passed, the purchasers will have to pay city, county and state taxes and it is probable that on account of their location and other conditions, they will not receive the full municipal services by the way of fire protection, police protection, schools, street maintenance and cleaning, etc., that are now given to other parts of the city of Portsmouth. In view of the fact that we are furnishing them with school service fire protection, street maintenance services, etc., for the present without charge, we consider that it is only equitable that they bear the financial burden of the police protection which as you so clearly set forth, is a special requirement due to the unfortunate local prejudices.

In consultation with Mr. Sherman, therefore, it has been decided that you may retain the two policemen during the month of April, advancing payment to them from the Government funds, such amount to be collected from the purchasers of the property. As there are 250 houses at Truxton, I suggest that this collection be made on the basis of $1. a house per month, with a proportionate collection from

the owners of stores and apartment houses. However, as there is one type of house "E" which sold at an average of about $1350. against an average of $2000, for the most of the other houses, it might be fairer to proportion the payment to the values, using as a basis the payment of $1. a month on $2,000 houses, that is on all houses except type "E", - type "Z" which is $3,000, - a house on #21 Manley Street which is $2500, - the 4 stores on Deep Creek Boulevard, $3500 and the brick store which is $3,000. The collection should be such as to total about $275. a month to give an allowance for bad debts, collection costs, etc., over and above the actual amount paid the police.

Please work this out at once and submit it here so that we will be able to present it to the purchasers as near as possible to the first of the month. This will enable you to collect money during April to pay for the May salaries, and during May to pay for the June salaries, etc.

If you are able to make sufficient collections by the 15th of April to pay the salaries for the last half of the month, the policemen should be taken off the Operating account pay roll as of April 15th and paid from these special funds. Please bear in mind and make clear to all the purchasers that the carrying of these men during April on Government account is only to give time for the perfection of a system of collecting money from the purchasers to pay for the police protection and if such system is not perfected and the money is not in hand by the first of May, the police will have to be released and the project go without police protection.

Very truly yours,

UNITED STATES HOUSING CORPORATION

R. A. McCulloch
Manager, Operating Division

McC/w

Will
#7

March 30,1920

FRED D McCRACKEN OP REP
U S HOUSING HORPORATION
TRUXTON R F D
PORTSMOUTH, VA.

RETENTION OF POLICE AT TRUXTON AUTHORIZED DURING APRIL PENDING ESTABLISHMENT OF METHOD FOR POLICING PROPERTY AT EXPENSE OF PURCHASERS LETTER FOLLOWING

U S H C
R A McCULLOCH
MGR OP DIV

McC/w

Form 1220

CLASS OF SERVICE	SYMBOL
Telegram	
Day Letter	Blue
Night Message	Nite
Night Letter	N L

If none of these three symbols appears after the check (number of words) this is a telegram. Otherwise its character is indicated by the symbol appearing after the check.

WESTERN UNION TELEGRAM

NEWCOMB CARLTON, PRESIDENT — GEORGE W. E. ATKINS, FIRST VICE-PRESIDENT

CLASS OF SERVICE	SYMBOL
Telegram	
Day Letter	Blue
Night Message	Nite
Night Letter	N L

If none of these three symbols appears after the check (number of words) this is a telegram. Otherwise its character is indicated by the symbol appearing after the check.

RECEIVED AT

C3N HA 107 NL 7EX

NORFOLK VA MAR 28 1920

L K SHERMAN 424

PREST US M CORPN 13TH AND F STS WASHINGTON DC

WE ARE INFORMED THAT TRUXTUN POLICE ARE TO BE DISMISSED APRIL FIRST

TO LEAVE US ENTIRELY WITHOUT POLICE PROTECTION AT THIS TIME WOULD BE A SERIOUS MISTAKE AND CAUSE A CONDITION TO ARISE THAT WILL INJURE THE FUTURE PROSPECTS AND USEFULNESS OF TRUXTUN GOOD CITIZENS RECENTLY PURCHASED THEIR HOMES BECAUSE OF HIGH MORAL STANDARD AT TRUXTUN AND WERE ASSURED OF POLICE AND FIRE PROTECTION AND WE FEEL THAT IT IS AN OUTRAGE TO TURN US LOSE AT THE MERCY OF TROUBLE MAKERS AND CRIMINALS

WE STRONGLY URGE THAT POLICE SERVICE BE CONTINUED UNTIL CITY OF PORTSMOUTH REGULARLY PATROLS OUR SECTION

DANILL DESANEY

CHAIRMAN 179 KEY ROAD TRUXTUN

833A MAR 29

MAR 29 1920

Refer to

Mr. Sherman

Mr.

Mr.

Mr.

FILE

RECEIVED MAR 30 1920 ANSWERED OPERATING DIVISION

File

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

13TH AND G STREETS NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

Received at U. S. HOUSING CORPORATION
MAR 29 1920
Referred to
Mr.
Mr.
FILE

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

RECEIVED MAR 30 1920 OPERATING DIVISION

Truxtun, Portsmouth, Va.,
March 28, 1920

Mr. R. A. McCulloch, Mgr.,
Operating Div., U. S. H. C.,
Washington, D. C.,

Dear Sir:

Your letter received in reference to the dismissal of the two police at Truxtun. I fully realize the absolute necessity for retrenchment and am governing the operation of the rpoject accordingly and plan to make reductions wherever it might be wise for me to so do and carry out to the end of this fiscal year the high standard of conditions at Truxtun.

Sometime during January last, Dr. Geo. E. Haynes, Director of Negro Economics of the Department of Labor and myself had a long conference with President Sherman of the Housing Corporation in reference to Truxtun. Mr. Sherman agreed with us the necessity of retaining our police until July first. This was also agreed in subsequent conferences with Mr. Macomber and Mr. Howe. Dr. Haynes came to Truxtun at the request of Mr. Sherman just before the properties were placed on sale and addressed the Negroes of this section and strongly emphasized the fact that the Corporation would maintain policing Truxtun until the City took it over thus assuring the prospective purchasers of the continuance of the high standard of conditions. This was one of the main features attracting people to Truxtun to purchase.

I am inclosing herewith budget ~~xxxxix~~ estimating expenses for the operation of Truxtun to July 1st. Plan to release my mechanic and my char-woman and employ whenever it might be necessary, two or three days a month, a laborer to assist my general laborer in keeping up the streets. If the Construction Division do not ask for refund of the amount paid for water, I will be able to carry all of my force without having a deficit. But the mechanic will be released and also the char-woman.

So vital do I consider the absolute necessity for us to retain our police that I am willing whenever it might be necessary to go out and do maintainance work myself, as I have done on several occasions when emergencies have arisen. The police we ~~xxxxxxxxxx~~ have here put in twelve hours a day and willing at all times to perform whatever duties may be necessary around a project like Truxtun. Whenever we have heavy rains here it is necessary for all of us to get out and open up the sewers so as to permit the rapid flow of the water.

During the past winter months in the Negro section across the Railroad from Truxtun there have been two or three murders and all sorts of crimes committed while Truxtun has been free from crime or any disorder. The answer is, we have had our police while the other section has had no police protection.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
13TH AND G STREETS NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

Truxtun, Portsmouth, Va.,
March 28/20

R.C.McC-2"

In view of the fact that I will have enough funds to carry me over until the first of July by making reductions along other lines which will not in any way impair our service and sincerely feeling as I do the necessity of police protection at Truxtun I trust that I may be authorized to retain my two police until such time it might be deemed wise to discontinue the service. Of course, if the City of Portsmouth takes over Truxtun and ~~xxxxxx~~ furnishes police patrol service we could do away with our police.

Assuring you again of my honest and sincere desire to co-operate in every way possible and render ~~xxx~~ at all times full measure of service, I remain,

Very truly yours,
Fred D. McCracke
Fred D. McCracken,
Operating Representative,

BUDGET---TRUXTUN, Va.
March 1st to July 1st, 1920.

		TOTAL
ADMINISTRATION		
Operating Representative, Salary - - - - - - - - -	$ 833.32	
Book-keeper " " " "	300.00	$ 1133.32
OFFICE EXPENSES		
RENT OF OFFICE - - - - - - - - - - - - - - - - - - -	$ 120.00	
Stationery -	$ 25.00	
Telephone -	$ 28.00	
Lighting -	$ 20.00	$ 193.00
Maintenance		
Mechanic -	$ 420.00	
General laborer - at 46¢ per hr. - - - - - - - - -	$ 441.60	
Street lighting - - - - - - - - - - - - - - - - - -	$ 140.00	
rent of fire plugs-water, - - - - - - - - - - - -	$ 275.00	$ 1276.60
Health-Sanitation		
Collection of garbage -		$ 424.80
EDUCATION		
Principal at school - - - - - - - - - - - - - - - -	$ 400	
Teacher -	$ 240	
"	$ 176	
" -	$ 160	
Char-woman -	$ 100	
Water -	$ 40	
Lighting -	$ 10	$ 1126.00
Police		
Two Police at $120 per month -		$ 960.00
TOTAL -		$ 5113.12
OUT*STANDING BILLS.		
Coal -		$ 126.00
Street lighting -		$ 132.01
Water-fire plugs -		$ 275.00
Misc. -		$ 50.00
Total amount estimated until July 1st. - - - - - - - - - - - - - - - - - -		$ 5696.13
~~Unexpended balance from appropriation~~ - - - -		$ 5696.13
Unexpended amount in Treasury from appropriation-	$5,588.54	
Certificate deposit #1-Feb. 16th - - - - - - - - - -	$ 491.94	
Total - - - - - - - - - - - -	$6,080.48	

DOUBTFUL BILLS

Certificate Deposit #1 amounting to $491.94 collected from tenants for water up to Jan. 1st. Same paid by Construction Division. There probably will be water bills payable on account of bad tenants amounting to $200. Bill of Virginia Paper & Art Co., for school books about $180 less $33.68 collected.

File 7

PERSONNEL

TRUXTUN-PROJECT-150-C

MARCH 27,1920.

John F. Allen	Policeman	$121.33	per	mo.
Eugenia Baker	Cahr-woman	25.00	"	"
Samuel G. Baucum	Policeman	121.33	"	"
Willienette C. S. Brown	Teacher	60.00	"	"
Zenobia B. Brown	Teacher	44.00	"	"
Virginius N. Carney	Teacher(Prin)	100.00	"	"
Clara L. Harris	Teacher	40.00	"	"
Benjamin Kelly	Laborer	.46	"	hr.
Lillian Hall-LeGrand	Book-keeper	75.00	"	mo.
Fred D. McCracken	Operating Representative	208.33	"	"
Mack Stancil	Mechanic	105.00	"	"

Signed: Fred D. McCracken

Fred D. McCracken,

Operating Representative.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
13TH AND G STREETS NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

Received at U. S. HOUSING CORPORATION MAR 29 1920
Referred to Mr. McCulloch
Mr.
FILE

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

RECEIVED MAR 30 1920 OPERATING DIV.

Truxtun, Portsmouth, Va.,
March 27, 1920

Mr. R. A. McCulloch, Mgr.,
Operating Div., U.S.H.C.,
Washington, D. C.,

Dear Sir:

Policeman Samuel G. Baucum has been with the United States Housing Corporation as Policeman for over a year, doing duty at Truxtun. Please inform me if he is entitled to any leave with pay.

Today I was waited on by a committee representing the Truxtun Civic Club, composed of property owners, proesting against the dropping of the police at this time at Truxtun and leaving them without any police protection. I informed the committee that I was only obeying instructions received from my superior officials and that there was nothing that I could do in the matter.

Matters are going well here. The citizens at Truxtun are now in the midst of a clean-up and planting or beautifying campaign. We are doing all that may be possible to keep the place up to its high standard.

We are having some trouble with our sewers but nothing serious and we are able to care for the situation as it presents itself.

Very truly,
Fred D. McCracken
Fred D. McCracken,
Operating Representative,

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
13TH AND G STREETS NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

Received at U. S. HOUSING CORPO
MAR 27 1920
Referred to
Mr. McCulloch
Mr.

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

FILE

Truxtun, Portsmouth, Va.,
March 26, 1920.

RECEIVED MAR 27 1920 OPERATING DIVISION

File #7

Mr. R. A. McCulloch, Mgr.,
Operating Div., U. S. H. C.,
Washington, D. C.,

Dear Sir:

I am just informed by phone of a wire from you informing me to release all policemen by the first of April next. I sincerely and deeply regret this action and only hope that some way might be found to reverse this conclusion. My reason for this is as follows:

The Truxtun project is wholly and solely occupied by Negroes and being located in the South where the sentiment to some extent yet exist "the Negroes have no rights that a white man needs to respect," and it being a Negro section we have had more trouble with white people violating our rules and regulations than with the Negroes.

On account of the sales at Truxtun we have almost an entirely new type or element of Negroes and of course, resist to a certain extent conforming with our rules and regulations.

We have had trouble caused by out siders coming into to Truxtun from other Negro sections.

The police from Portsmouth do not ~~patrol~~ patrol in Truxtun and in fact I doubt much if they do in any section inhabited wholly by Negroes.

All of our rules and regulations are made and enforced in the interest of the United States Housing Corporation. The splendid order maintained at Truxtun has been due to a great extent to the very efficient service of our police. To leave Truxtun at this time without any police protection whatever or being patroled by the City police of Portsmouth, Va., I cannot help but be apprehensive for the future. However, you may be assured that there will be nothing left undone on my part to keep Truxtun up to its high standard as long as I may be your representative on the project.

Very respectfully,

Fred D. McCracken,
Operating Representative

file

March 26,1920

7

MR F D McCRACKEN OP REP
U S HOUSING CORPORATION
TRUXTON R F D
~~PORTSMOUTH VA.~~

RELEASE ALL POLICEMEN ON APRIL FIRST WE WILL NOT POLICE TRUXTON
AFTER THIS DATE ALL PROPERTY BEING NOW SOLD

U S H C
R A McCULLOCH

McC/w

File 7

March 26,1920

Mr. F. D. McCracken, Op. Rep.
U.S.Housing Corporation
Truxton, R.D.
Portsmouth, Va.

Dear Sir:

Confirming todays telegram you are authorized to release both your policemen as of April 1st. Now that the property is all sold we do not need the policemen, nor have we any agreement with the purchaser that wewwill furnish police protection free of charge.

In addition to this it is absolutely nedessary to reduce the force employed on this Project in order to come within the appropriation. The omission of the police force will save $700, which should enable you, with care and economy, to continue to July 1st, without exceeding the appropriation. Please bear in mind that when the money is all spent which has been appropriated to run this project, every body has to go. In order to avoid this contingency, we must release all those who can possibly be spared in order to have money for those whom it is essential to retain.

Very truly yours,

UNITED STATES HOUSING CORPORATION

R. A. McCulloch
Manager, Operating Division.

MwC/w

PERSONNEL

TRUXTUN-PROJECT-150-C
MARCH 20,1920.

RECEIVED
MAR 22 1920
ANSWERED
OPERATING DIVISION

John F. Allen	Policeman	$121.33	per mo.
Eugenia Baker	Char-woman	25.00	" "
Samuel G. Baucum	Policeman	121.33	" "
Willienette C. S. Brown	Teacher	60.00	" "
Zenobia B. Brown	"	44.00	" "
Virginius N. Carney	Teacher(Prin)	100.00	" "
Clara L. Harris	Teacher	40.00	" "
Benjamin Kelly	Laborer	.46	" hr.
Lillian Hall-LeGrand	Book-keeper	75.00	" mo.
Fred D. McCracken	Operating Representative	208.33	" "
Mack Stancil	Mechanic	105.00	" "

SIGNED:

Fred D. McCracken,
Operating Representative.

#7

PERSONNEL

TRUXTUN PROJECT-150-C

MARCH 13,1920

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*

Eugenia Baker	Char-woman	$ 25.00	per mo.
Samuel G. Baucum	Policeman	121.33	" "
Willienette S. C. Brown	Teacher	60.00	" "
Zenobia B. Brown	Teacher	44.00	" "
Lewis D. Browning	Policeman	121.33	" "
Virginius N. Carney	Teacher(Prin)	100.00	" "
Clara L. Harris	Teacher	40.00	" "
Lillian Hall-LeGrand	Book-keeper	75.00	" "
Benjamin Kelly	Laborer	.46	" hr.
Fred D. McCracken	Operating Representative	208.33	" mo.
Mack Stancil	Mechanic	105.00	" "

Signed:

Fred D. McCracken,

Operating Representative.

PERSONNEL

~~TRUXTON~~-PROJECT-150-C

MARCH 6, 1920.

Eugenia Baker	Char-woman	$ 25.00	per mo.
Samuel G. Baucum	Policeman	121.33	" "
Willienette S. C. Brown	Teacher	60.00	"" "
Zenobia B. Brown	Teacher	44.00	" "
Lewis D. Browning	Policeman	121.33	" "
Virginius N. Carney	Teacher(Prin)	100.00	" "
Clara L. Harris	Teacher	40.00	" "
Lillian Hall-LeGrand	Book-keeper	75.00	" "
Benjamin Kelly	Laborer	.46	" hr.
Fred D. McCracken	Operating Representative	208.33	" mo.
Mack Stancil	Mechanic	105.00	" "

Signed:

Fred D. McCracken,

Operating Representative.

PERSONNEL

TRUXTUN-PROJECT-150-C

FEBRUARY 28,1920.

Eugenia Baker	Char-woman	$ 25.00	per mo.
Samuel G. Baucum	Policeman	121.33	" "
Willienette S. C. Brown	Teacher	60.00	" "
Zenobia B. Brown	Teacher	44.00	" "
Lewis D. Browning	Policeman	121.33	" "
Virginius N. Carney	Teacher(Prin)	100.00	" "
Clara L. Harris	Teacher	40.00	" "
Lillian Hall-LeGrand	Book-keeper	75.00	" "
Benjamin Kelly	Laborer	.46	" hr.
Fred D. McCracken	Operating Representative	208.33	" mo.
Mack Stancil	Mechanic	105.00	" "

Signed:

Fred D. McCracken,
Operating Representative.

Note:

Percy A.H.Fleming--Former Book-keeper------$25.00 for one weeks vacation not included in the Personnel of Feb. 21,1920, but paid during the week of Feb. 28th.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

13TH AND G STREETS NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

PERSONNEL

TRUXTUN-PROJECT-150-C,

FEBRUARY 21,1920.

Eugenia Baker	Char-woman	$25.00	per mo.
Samuel G. Baucum	Policeman	121.33	" "
Lillienette S. C. Brown	Teacher	60.00	" "
Zenobia B. Brown	Teacher	44.00	" "
Lewis D. Browning	Policeman	121.33	" "
Virginius N. Carney	Teacher(Prin)	100.00	" "
Clara L. Harris	Teacher	40.00	" "
Lillian Hall-LeGrand	Book-keeper	75.00	" "
Fred D. McCracken	Operating Representative	208.33	" "
Mack Stancil	Mechanic	105.00	" "
Benjamin Kelly	Laborer @ 46¢ per hour	95.00	" "

Signed:
Fred D. McCracken,
Operating Representative.

PERSONNEL

TRUXTUN-PROJECT-150-C.

FEBRUARY 14,1920.

Eugenia Baker	Char-woman	$25.00	per	mo.
Samuel G. Baucum	Policeman	121.33	"	"
Willienette C. S. Brown	Teacher	60.00	"	"
Zenobia B. Brown	"	44.00	"	"
Lewis D. Browning	Policeman	121.33	"	"
Virginius N. Carney	Teacher(Prin)	100.00	"	"
Clara L. Harris	"	40.00	"	"
Lillian Hall-LeGrand	Book-keeper	75.00	"	"
Fred D. McCracken	Operating Representative	208.33	"	"
Mack Stancil	Mechanic	105.00	"	"
Benjamin Kelly	Laborer	95.00	"	"
	TOTAL	$994.99		

SIGNED:

Fred D. McCracken,
Operating Representative.

PERSONNEL

TRUXTUN-PROJECT-150-C.

Feb. 7, 1920.

Eugenia Baker	Charwoman	$ 25.00	per mo.
Samuel G. Baucum	Policeman	121.33	" "
Willienette C. S. Brown	Teacher	60.00	" "
Zenobia B. Brown	"	44.00	" "
Lewis D. Browning	Policeman	121.33	" "
V. N. Carney	Teacher(Prin)	100.00	" "
Clara L. Harris	Teacher	40.00	" "
Lillian Hall-LeGrand	Bookkeeper	75.00	" "
Fred D. McCracken	Operating Representative	208.33	" "
Mack Stancil	Mechanic	105.00	" "
Benj. Kelly	Laborer	95.00	" "
	TOTAL	$994.99	

Signed: Fred D. McCracken

Fred D. McCracken,
Operating Representative.

Truxtun

7

PERSONNEL.
****

January, 1920.

Benjamin Kelly----------	Laborer----------	$ 95.68	per mo.
Eugenia Baker----------	Charwoman--------	25.00	" "
Willienette C. S. Brown-	Teacher----------	60.00	" "
Zenobia B. Brown--------	" ----------	44.00	" "
Virginius N. Carney-----	" (Prin.)-----	100.00	" "
Percy A. H. Fleming-----	Bookkeeper-------	100.00	" "
Clara L. Harris---------	Teacher----------	40.00	" "
Fred D. McCracken-------	Operating Repres.	208.33	" "
Mack Stancil----------	Mechanic---------	105.00	" "
	TOTAL---------	$778.01	" "

****
******
**

Submitted by: Fred D. McCracken,
Operating Representative,
Project-150-C-Truxtun.

PERSONNEL.

~~DECEMBER, 1919.~~

JANUARY, 1920.

****

Robert Anderson	Laborer	$ 95.68	per mo.
Eugenia Baker	Charwoman	25.00	" "
Willienette C. S. Brown	Teacher	60.00	" "
Zenobia B. Brown	"	44.00	" "
Virginius N. Carney	" ~~(Prin.)~~	100.00	" "
Percy A. H. Fleming	Bookkeeper	100.00	" "
Clara L. Harris	Teacher	40.00	" "
Fred D. McCracken	Operating Represen-	208.33	" "
Mack Stancil	Mechanic	105.00	" "
	TOTAL	$ 778.01	" "

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U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
13TH AND G STREETS NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

#7

Truxtun-Portsmouth, Va.,

Jan. 27, 1920

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

Howe

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.C.,
Department of Labor,
Washington, D. C.,

Dear Sir:

Mrs. Fleming, my assistant, acting as Cashier and Book-keeper, has handed in her resignation to take effect as soon as she can be relieved from duty. Her husband has been ordered to Indianapolis, Ind., for duty with the War Camp Community Service.

I have this day engaged Mrs. Lillian LaGrand, a graduate from the Business Department of Oberlin (Ohio) University, who has had considerable experience in commercial business. She comes very highly recommended. I am starting her in at $75 per month. She is to give a week's service ~~xxxxxxxxxx~~ while Mrs. Fleming is here to familiarize herself with the duties of my office.

Please have application for bond forward to me at once.

Very truly,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

Trustees

7

PERSONNEL.

****

JANUARY 24th, 1920.

Eugenia Baker	Charwoman	$ 25.00	per mo.
Samuel G. Baucum	Policeman	121.33	" "
Willienette C. S. Brown	Teacher	60.00	" "
Zenobia B. Brown	"	44.00	" "
Lewis D. Browning	Policeman	121.33	" "
Virginius N. Carney	Teacher-(Prin.)	100.00	" "
Percy A. H. Fleming	Bookkeeper	100.00	" "
Clara L. Harris	Teacher	40.00	" "
Fred D. McCracken	Operating Represen.	208.33	" "
Mack Stancil	Mechanic	105.00	" "
Benjamin Kelly	Laborer	95.68	" "
	TOTAL	$1020.67	" "

P. S.-

Mrs. Percy A. H. Fleming has handed in her resignation to take effect as soon as she can be relieved from duty. Transfer of her husband to another field causes them to leave the city. She will be succeeded by Mrs. Lillian H. LeGrand.

Signed:-

Fred D McCracken

Operating Represen.

#7

January 24, 1920

Mr. F. D. McCracken,
Operating Representative,
U. S. Housing Corporation,
~~Truxtun R. F. D.,~~
Portsmouth, Virginia,

SUBJECT - EMPLOYEES BOND

Dear Sir:

You will note by the enclosed forms that it is now necessary for you to secure a bond for your new bookkeeper, Mrs. Lillian Legrand, having the bond directly payable to yourself, as the Corporation holds you responsible for all funds collected at your project.

I would suggest, if it is convenient, that you give a little history of Mrs. Legrand, your new bookkeeper and cashier, to accompany this bond. It will be necessary for you to have three of them made out, having her sign each one. If you will then forward them to me, I will put them in line for bond to be issued.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MS
Enclosures

2

January 16, 1920.

Mr. F. D. McCracken,
Operating Representative,
Truxtun, Va.

Dear Sir:

Please find enclosed copy of Rules and Regulations covering United States Employees' Compensation Commission. Would advise that when you have sufficient time that you study this very carefully, governing yourself accordingly, and give proper instructions to your employees.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

BROOKDALE BOAR

7

January 14, 19[illegible].

Mr. F. D. McCracken,
Operating Representative,
Truxtun, Portsmouth, Va.

SUBJECT: POLICE PERSONNEL

Dear Sir:

The memorandum signed by Mr. L. K. Sherman, President of the Corporation to the Manager of the Operating Division, in reference to the Police of Truxtun and Cradock, the original of which I sent to Mr. Beach, Operating Representative at Cradock, will be your authority to assume the payment of the police payroll of Truxtun, under date of January 1st.

If Mr. Beach has made these payments, it will be necessary for you to have the names appear on your payroll, and checks drawn accordingly. Please confer with Mr. Beach at once in reference to having the proper correction made for the Fiscal Division on your payroll, and see that Mr. Beach corrects his records so that these two men do not appear on his payroll.

Yours very [illegible]ly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

Fourteen #7

PERSONNEL.
****

JANUARY, 1920.

Robert Anderson	Laborer	$ 95.68	per mo.
Eugenia Baker	Charwoman	25.00	" "
Willienette C. S. Brown	Teacher	60.00	" "
Zenobia B. Brown	"	44.00	" "
Virginius N. Carney	" (Prin.)	100.00	" "
Percy A. H. Fleming	Bookkeeper	100.00	" "
Clara L. Harris	Teacher	40.00	" "
Fred D. McCracken	Operating Represen.	208.33	" "
Mack Stancil	Mechanic	105.00	" "
	TOTAL	$778.01	" "

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****

Trustees 7

(20)

PERSONNEL.

DECEMBER, 1919.

****

Robert Anderson	Laborer	$ 95.68	per mo.
Eugenia Baker	Charwoman	25.00	" "
Willienette C. S. Brown	Teacher	60.00	" "
Zenobia B. Brown	"	44.00	" "
Virginius N. Carney	" (Prin.)	100.00	" "
Percy A. H. Fleming	Bookkeeper	75.00	" "
Clara L. Harris	Teacher	40.00	" "
Fred D. McCracken	Operating Repr.	166.66	" "
Mack Stancil	Mechanic	105.00	" "
	TOTAL	$711.34	" "

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*****

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

7

Truxtun, Portsmouth, Va., Dec. 27, 1919

~~CRADOCK, VA.~~

Mr. Lin Morgan,
Personnel Clerk, U.S.H. C.,
Washington, D. C.,

Dear Sir:

In accordance with office memorandum dated October 28th last, I am hereby announcing changes in salary of the following employees of Truxtun-Project-150-C to take effect beginning January 1st, 1920:

Fred D. McCracken, Operating Representative, Truxtun, $2,500 per annum. Present salary, $2,000 per annum. Increase allowed in accordance with acceptance of position.

Percy A. H. (P. A. H.) Fleming, Office Assistant and Book-keeper, $1200 per annum. Present salary, $900. Mrs. Fleming is very competent and accurate and has rendered very efficient service and the increase is allowed ~~xxxx~~ absolutely on merit.

Very respectfully,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

Copy to:
Mr. Willard Howe, Mgr.,
Operating Div. U.S.H.C.

TRUXTUN--PROJECT--150--C

PERSONNEL
****
DECEMBER, 1919.

20

7

Robert Anderson----------	Laborer----------	$95.68	per mo.
Eugenia Baker----------	Charwoman--------	25.00	" "
Willienette C. S. Brown--	Teacher----------	60.00	" "
Zenobia B. Brown---------	" ----------	44.00	" "
Virginius N. Carney------	" (Prin.)-----	100.00	" "
Percy A. H. Fleming------	Bookkeeper-------	75.00	" "
Clara L. Harris----------	Teacher----------	40.00	" "
Fred D. McCracken--------	Operating Represen	166.66	" "
Mack Stancil----------	Mechanic---------	105.00	" "
	TOTAL---------	$711.34	" "

Week Ending Dec. 20th, 1919

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****

Truxton

PERSONNEL.
*****

DECEMBER, 1919.

Robert Anderson	Laborer	$ 95.68	per mo.
Eugenia Baker	Charwoman	25.00	" "
Willienette C. S. Brown	Teacher	60.00	" "
Zenobia B. Brown	"	44.00	" "
Virginius N. Carney	" (Prin.)	100.00	" "
Percy A. H. Fleming	Bookkeeper	75.00	" "
Clara B. Harris	Teacher	40.00	" "
Fred D. McCracken	Operating Rep.	166.66	" "
Mack Stancil	Mechanic	105.00	" "
	TOTAL	$711.34	

Policemen dropped from pay roll, 12/1/19, pursuant to telephone message from Mr. Beach, Operating Representative at Cradock, Va.

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*****
*

Trustees

20

PERSONNEL.
*****
DECEMBER,1919.

Robert Anderson	Laborer	$95.68	per mo.
Eugenia Baker	Charwoman	25.00	" "
Willienette C. S. Brown	Teacher	60.00	" "
Zenobia B. Brown	"	44.00	" "
Virginius N. Carney	" (Prin.)	100.00	" "
Percy A. H. Fleming	Bookkeeper	75.00	" "
Clara L. Harris	Teacher	40.00	" "
Fred D. McCracken	Operating Represen.	166.66	" "
Mack Stancil	Mechanic	105.00	" "
TOTAL		$711.34	

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******
**

#1

December 4, 1919.

Mr. J. D. McCracken,
Operating Representative,
Truxton, Va.

SUBJECT: APPROPRIATION

Dear Sir:

I note carefully your letter of November 12th, where you say it is impossible for you to discontinue the services of the laborer. I must again call to your attention the serious condition that you are working under, as your appropriation is only approximately $12,000, to last you until 1 June 30, 1920, and every effort must be put forth by you to keep within this appropriation, as you will find yourself later without funds to continue the operation of your project.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH AH

Trustee #7

PERSONNEL.
*****

NOVEMBER, 1919.

Put under Maintenance

Robert Anderson	Laborer	$ 95.68	per	mo.
Eugenia Baker	Charwoman	25.00	"	"
Samuel G. Baucum	Policeman	4.00	"	day. $120-mo
Willienette C. S. Brown	Teacher	60.00	"	mo.
Zenobia B. Brown	"	44.00	"	"
L. D. Browning	Policeman	4.00	"	day. $120-"
Virginius N. Carney	Teacher--(Principal	100.00	"	mo.
Percy A. H. Fleming	Bookkeeper	75.00	"	"
Clara L. Harris	Teacher	40.00	"	"
Fred D. McCracken	Operating Represen.	166.66	"	"
Mack Stancil	Mechanic	105.00	"	"
~~Willie C. Burruss~~	~~Extra Clerk, 16 das.~~	~~25.00*~~	~~"~~	~~"~~
	TOTAL	$975.68		

* Willie C. Burrus, extra clerk in November.

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****
***

Personnel (70)

PERSONNEL.
*****

November 1-30, 1919.

Robert Anderson----------	Laborer----------	$ 95.68	per mo.
Eugenia Baker----------	Charwoman--------	25.00	" "
Willienette C. S. Brown---	Teacher----------	60.00	" "
Zenobia B. Brown----------	" ----------	44.00	" "
Virginius N. Carney-------	" (Principal)	100.00	" "
Percy A. H. Fleming-------	Bookkeeper-------	75.00	" "
Clara L. Harris----------	Teacher----------	40.00	" "
Fred D. McCracken---------	Operating Represen-	166.66	" "
Mack Stancil----------	Mechanic----------	105.00	" "
	TOTAL------	$711.34	

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**

Pumpkin #7

Trustee

7

PAY ROLL FOR PERSONAL SERVICES

NOVEMBER 1-30, 1919.

****

Robert Anderson	Laborer	$ 95.68	per	mo.
Eugenia Baker	Charwoman	25.00	"	"
Willienette C. S. Brown	Teacher	60.00	"	"
Zenobia B. Brown	"	44.00	"	"
Virginius N. Carney	" (Principal)	100.00	"	"
Percy A. H. Fleming	Bookkeeper	75.00	"	"
Clara Harris	Teacher	40.00	"	"
Fred D. McCracken	Operating Represen-	166.66	"	"
Mack Stancil	Mechanic	105.00	"	"

TOTAL----------$711.34

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*****

Truxton 7

PERSONNEL FOR NOVEMBER, 1919.
****

Robert Anderson	Laborer	$ 95.68	per mo.
Eugenia Baker	Charwoman	25.00	" "
Willienette S. S. Brown	Teacher	60.00	" "
Zenobia B. Brown	"	44.00	" "
Virginius N. Carney	" (Principal)	100.00	" "
Percy A. H. Fleming	Bookkeeper	75.00	" "
Clara L. Harris	Teacher	40.00	" "
Fred D. McCracken	Operating Represen.	166.66	" "
Mack Stancil	Mechanic	105.00	" "
	TOTAL	$711.34	

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PERSONNEL

19

Printing

PERSONNEL FOR NOVEMBER, 1919.

****

Robert Anderson	Laborer	$ 95.68	per mo.
Eugenia Baker	Charwoman	25.00	" "
Willienette C. S. Brown	Teacher	60.00	" "
Zenobia B. Brown	"	44.00	" "
Virginius N. Carney	" (Principal)	100.00	" "
Percy A. H. Fleming	Bookkeeper	75.00	" "
Clara L. Harris	Teacher	40.00	" "
Fred D. McCracken	Operating Represen.	166.66	" "
Mack Stancil	Mechanic	105.00	" "
TOTAL		$711.34	

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*****

Printing #7

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

Truxtun, Portsmouth, Va., Nov. 29, 1919

~~CRADOCK, VA.~~

Howe

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.C.,
13th & G Sts., N.W.,
Washington, D.C.,

Dear Sir:

In reply to your letter of the 17th relative to the services of a laborer carried on our pay roll. At the present time it is not possible for us to discontinue the services of the laborer. We are now preparing a budget showing expenditures necessary to carry the project to June 30th next.

Very respectfully,

Fred D. McCracken

Fred D. McCracken,

Operating Representative

#7

November 17, 1919.

Mr. F. D. McCracken,
Operating Representative,
Truxtun, Va.

Dear Sir:

Note carefully your personnel for the first two weeks of November. Is it necessary for you to continue to carry this laborer? I would ask you to immediately make up a budget showing your monthly expenses up to and including June 30, 1920. As you are well aware of your appropriation for the year July 1, 1919 to June 30, 1920, it is absolutely necessary for you to make up a budget, and watch the expenditures very closely so as to see that you do not exceed the appropriation.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

(19)

Received
U. S. HOU
CORPORA
NOV 17 1919
Howe
Mr.
FILE

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

Truxtun, Portsmouth, Va., Nov. 15, 1919

CRADOCK, VA.

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.C.,
Washington, D. C.,

Dear Sir:

We were not able to meet our semi-monthly pay roll today as we have not received the allotment requested by Mr. Soleau's office from the Treasury Department. I very much hope that we will receive it by Monday.

I expect to leave on Wednesday's night boat for Washington, arriving Thursday to take up the water bills and some other matters.

Matters are going along all right and my condition is improving. The delivery of mail is certainly a great relief.

Very respectfully,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

#2

November 15, 1919

Mr. F. D. McCracken,
Operating Representative,
Truxtun R. F. D.,
Portsmouth, Virginia.

SUBJECT - PERSONNEL

Dear Sir:

I am again calling to your attentionthat your personnel must be reported with your weekly report each week, giving the name, duties performed, and salary or wage paid. This must be attached to the weekly report at the close of business every Saturday night.

I find each week that one or more of the Operating Representatives fail to do this. Please see that the entire personnel of the Operating Division, together with the weekly report, is mailed every Saturday night.

Yours very truly.

UNITED STATESHOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MS

Origional copy filed in Cradock # 7

#7

C O P Y

OFFICE MEMORANDUM

TO: MR. L. K. SHERMAN, President
FROM: WILLARD HOWE, Mgr. Operating Division
DATE: November 11, 1919.

SUBJECT: POLICE AND FIREMEN * CRADOCK & TRUXTUN

One of the most serious situations that the Operating Division has to contend with at the present time is the operating expense covering the two above projects. As you are aware, we are compelled to place on the payroll school teachers, in addition to our regular operating force.

I note with interest the office memorandum from Mr. Charles P. Chase, Manager of the Construction Division, to you under date of November 11th, on this subject.

For your further information, the appropriation covering the year July1, 1919 to June 30, 1920, are as follows:

Truxtun	---------- ----------	$12,500.00
Cradock	--------Houses----------	47,000.00
	Apartments	6,000.00

If we are compelled to carry the regular operating force, with the addition of school teachers, which we are now carrying with the police and fire department, it will only be a matter of a very short time before our appropriation is entirely expended.

Would it not be possible to have some means of carrying this additional overhead so as not to come out of the appropriation of Cradock and Truxtn?

Willard Howe
Manager - Operating Division.

WHRH

#7

November 1, 1919

Mr. F. D. McCracken,
Operating Representative,
Portsmouth, Va. Newport News

SUBJECT - OFFICE PERSONNEL

Dear Sir:

Please find enclosed a copy of an office memorandum from L. K. Sherman. I would request that you at once fill in the lower portion of this memorandum, sending it to me direct, so that I can turn over all such reports to Mr. Sherman. Please sign the memorandum as operating representative of the project of which you have charge. If a change is made in your personnel, please let me know, at which time I will arrange to notify Mr. Lin Morgan, as per enclosed memorandum.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

Enclosure
WH/MS

Truxtun #7

CROSS INDEX SHEET

FILE --- Truxtun Va. # 7

ORIGINAL FILED UNDER --- Cradock, Va. # 7

DATE --- October 21, 1919

FROM --- West Detective Agency

TO --- Willard Howe.

SYNOPSIS

Letter:

It your request to submit prices for the policing of Cradock and Truxtun, Va.

Will state, after carefully investigating both projects I find to properly protect both pieces of property from fire and theft, and to keep out undesireable characters, it would require eight (8) men: 3 at Truxtun and 5 at Cradock, at $5.00 per day, twelve hours.

The territory is large and to give the proper protection from fire etc. I could not do with less then 3 men at night and 2 men at day at Cradock

The conditions at Truxtun are somewhat different. Our trouble there would be woth the colored element. That would require 2 men at night and one man at day. I believe you suggested that when we were talking the matter over.

From what I can find out and see, the police services are not what you would have them to be at present .

Trusting this will meet with your approval, I remain.

Yours very truly,

West Detective Agency

(S) C. T. West,
Manager.

#1124

7

October 21, 1919.

Mr. F. D. McCracken,
Operating Representative,
Truxtun, Nev.

PERSONNEL - OPERATING DIVISION

Dear Sir:

I find that several of the Operating Representatives are not sending with their weekly reports a list of their personnel, giving the names, duties and salaries paid. This is absolutely necessary as I must make a report to the President of the Corporation of the entire personnel of the Operating Division each week.

Please use the greatest of care to see that this personnel list accompanies your weekly report each week.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH AH

2

PAY ROLL FOR PERSONAL SERVICES

OCTOBER 1-31, 1919.

****

TRUXTUN-PROJECT-150-C

Robert Anderson	Laborer	$ 95.68	per	mo.
Eugenia Baker	Charwoman	25.00	"	"
Willienette C.S.Brown	Teacher	60.00	"	"
Zenobia B. Brown	"	44.00	"	"
Virginius N. Carney	" (Principal)	100.00	"	"
Percy A. H. Fleming	Bookkeeper	75.00	"	"
Clara Harris	Teacher	40.00	"	"
Fred D. McCracken	Oper. Representative	166.66	"	"
Mack Stancil	Mechanic	105.00	"	"
TOTAL		$711.34		

Submitted by

Fred D. McCracken, Operating Representative

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Dated Oct. 18, 1919

TRUXTUN Project-150-C

PAY ROLL FOR PERSONAL SERVICES
OCTOBER 1-31, 1919.
****

Week Ending Oct. 11th, 1919

Robert Anderson	Laborer	$ 95.68 per mo.
*Samuel G. Baucum	Policeman*	120.00
Mrs. Baker	Charwoman	25.00
Willienette C. S. Brown	Teacher	60.00
Zenobia Brown	"	40.00
*Louis D. Browning	Policeman*	120.00
Virginius N. Carney	Principal	100.00
Percy A. H. Fleming	Bookkeeper	75.00
Clara Harris	Teacher	40.00
Fred D. McCracken	Oper.Represen.	166.66
Mack Stancil	Mechanic	105.00
TOTAL		$951.34

*I understand that the two police are carried by Construction Division.

Fred D. McCracken
O. P. Truxtun 8-15-6

Trustee 2

PAY ROLL FOR PERSONAL SERVICES

OCTOBER 1-31, 1919.

****

Robert Anderson	Laborer	$ 95.68	per	mo.
Eugenia Baker	Charwoman	25.00	"	"
Willienette C. S. Brown	Teacher	60.00	"	"
Zenobia B. Brown	"	44.00	"	"
Virginius N. Canney	" (Principal)	100.00	"	"
Percy A. H. Fleming	Bookkeeper	75.00	"	"
Clara Harris	Teacher	40.00	"	"
Fred D. McCracken	Oper. Represen.	166.66	"	"
Mack Stancil	Mechanic	105.00	"	"
TOTAL		$711.34		

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*****

7

October Twenty
Nineteen Nineteen

Mr. F. D. McCracken,
Operating Representative,
E. F. D. Trustum,
~~Portsmouth, Va.~~

Dear Sir:

Please find enclosed a letter received from William Holman.

I thought it best to send this direct to you, as you might be able to take it up with the proper official of the Navy and see if this man cannot get some work. It seems that he is a discharged soldier and that some preference should be given.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOME,
Manager - Operating Division

Enclosure
WH/MB

Truxtun-Project-150-C

7

PAY ROLL
******

September 15-30, Inclusive.

Ashburne, Kenneth B.	Mechanic	$65.00
Brown, Miss	Teacher	8.80
Brown, Willienette	"	10.00
Carney, V. S.	Principal	20.00
Fleming, P. A. H.	Bookkeeper	37.50
Garbage Collector		37.76
Harris, Miss	Teacher	8.00
McCracken, Fred D.	Operating Representa.	83.33
Simmons, Sandy	Laborer	47.84
	Total	$318.23

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

7

Truxtun, R.F.D., Portsmouth, Va., Sept. 20, 1919
~~CRADOCK, VA.~~

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.C.,
Washington, D. C.,

Dear Sir:

~~Dear Sir~~ Subject:-Separation from service, K.B. Ashburn, Mechanic

I have notified Mr. K. B. Ashburn that his services as Mechanic on Truxtun-Project-150-C, at a monthly compensation of $130 per month, will be no longer needed, after Sept. 30th.

I have engaged Mr. Mark Stancil, who lives on the Project, a man with considerable experience and training as a general maintainance man of property, at a salary of $105.00 per month.

The above changes made not only in the interest of economy but feel it is necessary to have a man on the place day and night so that he may be reached in case of emergencies without any delay.

If same does not meet your approval kindly wire as the men will be notified Monday Sept. 22, 1919.

Very respectfully,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

~~Weekly~~
EMPLOYMENT ROLL
TRUXTUN,-150-C
Week Ending Sept. 20, 1919

7

K. B. Ashburn, Mechanic, - - - - - - - - - - - - - - - - -$30 per week
Percy A. H. Fleming, Office Assistant, - - - - - - - - -$75 per month
Fred D. McCracken, Operating Representative, $2,000 per annum
Sandy Simmons, general laborer at the rate of ~~46~~ 46¢ per hour.

Respectfully submitted
by Fred D. McCracken
Fred D. McCracken,
Operating Representative,
Truxtun-Project-150-C

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

Truxtun-Project-150-C
Sept. 13, 1919

~~CRADOCK, VA.~~

#77

Howe

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.Corp.,
Department of Labor,
Washington, D. C.,

Dear Sir:

(Subject:Authorization for official visit to Washington)

I respectfully request authorization for official visit to Washington, D. C., leaving Truxtun (Portsmouth) Saturday Sept. 20th on morning boat, for a conference with Dr. George E. Haynes, Director of Negro Economics, Department of Labor and also conference with officials of the U. S. Housing Corporation on matters of importance concerning the project. Returning to Truxtun on the evening of the 23d or the morning of the 24th.

Application has been made to thw National Surety Company of New York through the Southern Insurance Agency, Norfolk, Va., for a bond for $5,000 covering Percy A.H.Fleming, my assistant in office. in favor of the U. S. Housing Corporation. There will be very little money coming in as rents during my absence.

Very truly,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

7

Truxtun-Project-150-C

Subject:-Employees on pay-roll of Operating Division

Week Ending September 13th, 1919

K.B. Ashburn, at the rate of - - - - - - - - - - - - - - - - -$30. per week

S. Simmons, laborer at the rate of 46¢ per hour

Percy A. H. Fleming, Office Assistant, compensation - - -$75 per month

Fred D. McCracken, Operating Representative, $2,000 per annum.

Respectfully submitted By Fred D. McCracken

Fred D. McCracken,
Operating Representative.

TRUXTUN-Project-150-C

Subject:-Pay-roll.

Sept. 6th, 1919

K. B. Ashburn, Mechanic, at the rate of - - - - - - - -$30.00 per week

S. Simmons, laborer at the rate of 46 cents per hour.

Mrs. Percy Fleming, Office Assistant, compensation - - - - -$75 per month

Fred D. McCracken, Operating Representative, $2,000 per annum.

Employees of this project beginning September first last, will be paid on the 15th and 30th of each month.

Respectfully submitted
by

Fred D McCracken

Fred D. McCracken,
Operating Representative

47

4 September 1919

Mr. Fred D. McCracken,

Operating Representative,

Truxton, Virginia.

Dear Sir:

We have noted carefully your letter of August 28, in reference to the police, and I fully agree with you regarding conference held with Chief Barnes of the Housing Corporation at Cradock and Mr. Cahill, Operating Representative at Cradock, that you would possibly have better control as per your suggestions. However, I would further suggest that you at all times work very closely with the chief of police at Portsmouth and make a report to him in reference to any disturbances.

Yours very truly,

D/Manager, Operating Division.

#7

September 2nd, 1919.

Mr. Fred. D. McCracken,
Truxton, Va.

Dear Sir:-

Have noted carefully your letter of August 28th in reference to the police and I fully agree with you regarding conference held with Chief Barnes of the Housing Corporation at Cradock and Mr. Cover, Operating Representative at Cradock that you would possibly have better control as per your suggestions. However, I would further suggest that you at all times work very closely with the Chief of Police at Portsmouth and make a report to him in reference to any disturbances.

Yours very truly,

UNITED STATES HOUSING CORPORATION,

WILLARD HOWE,
Manager Operating Division

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

7

Truxtun-Project-150-C

~~CRADOCK, VA.~~

WEEKLY PAY ROLL ENDING AUGUST 30,1919

K. B. Ashburn, Mechanic -$30.00

S. Simmons, laborer, 44 hours @ 46¢ per hour, - - - - - - - - -$20.24

*Mrs. Percy Fleming, Office Assistant, - - - - - - - - - - - - - $15.000
*Mrs. Fleming has qualified as an excellent assistant and in accordance with agreement shall receive compensation at the rate of $75.00 per month and shall be bonded in accordance with instruction.

Fred D. McCracken, Operating Representative, in charge at Truxtun, $2,000 per annum.

Respectfully submitted
by
Fred D. McCracken
Fred D. McCracken,
Operating Representative

CITY OF PORTSMOUTH, VIRGINIA

OFFICE OF MAYOR

J. T. HANVEY
Mayor

Bureau of Ind
AUG 30 19
Mr.
Mr.
Mr.
Mr.
No.
Index

Hove

Aug. 28, 1919.

#7

United States Housing Corporation,
13th and G Streets, N.W.,
Washington, D.C.

Subject: Police, Truxton, Va.

Gentlemen:-

Referring to your letter of Aug. 26th on above subject, you are advised that your understanding that Truxton, Va., is within the city limits of Portsmouth is correct, although Cradock is outside of the city limits, in Norfolk County.

It will be satisfactory to have your policemen for Truxton report to our Chief of Police and be under his supervision, although there may be some question of jurisdiction over the property of Truxton, as offenses committed on this property possibly would be handled by the United States court rather than by the State court.

It is noted that you suggest two men for this service, whereas probably three or four men would be needed, as the men would work on 8-hour shifts, and if only two men were employed there would not be anyone on duty during the period of 8 hours in 24 hours.

I understand the conditions at Truxton are orderly at present, although the location of the property is somewhat segregated from the city and a considerable distance from Police Headquarters, and for that reason it might be advisable to have two men on duty on the night shift, say between 8 p.m. and 4 a.m.

You are assured that the City of Portsmouth is anxious to cooperate with your cooperation. If any further information is desired please so advise.

Yours very truly,

J T Hanvey

Mayor.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

AUG 30 1919
Mr.
Also
No. A
Index

Truxtun, R.F.D., Portsmouth, Va.,
Aug. 28, 1919
XXXCRADDOCK, VA.

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.Corp,
Dept. of Labor,
Washington, D. C.,

Dear Sir: (Subject:-Policemen at Truxtun)

I am in receipt of your letter of the 26th and this morning Mayor Hanvey of Portsmouth called me up by phone relative to your letter to him, a copy of which you sent me. He stated that he would be pleased to render any assistance that might be possible and if we deemed it wise he could see no objection of the Truxtun policemen reporting to the Chief of Police at Portsmouth.

On Tuesday last Chief of Police Barnes and Mr. Cahill, of the Housing Corporation force conferred with me relative to the situation here. I went over with care the Saturday night affair and we all came to the conclusion that Policeman Baulkin should be given direct authority of the officers in Truxtun. Mr. Baulkin is one of the best police officers I have ever met. He is sincerely honest and has a sincere interest in what we are trying to do here at Truxtun; he is always on the job and comes back on duty after he has been relieved. He is an old watchman of Hageman & Harris corporation. The tenants knowx him and respect him and he practically knows every man, woman and child on the project. With him in charge of the police at Truxtun this will remedy the situation very much. The police work 8 hour shifts and there would be considerable criticism by labor unions if we kept them on longer.

The Mayor suggested that we put on another extra police for night duty. I informed him at this time I could not see any necessity for another as the people on the project so far showed a sincere regard for the law and our rules and regulations. However, if the time should occur when it might be necessary we would be glad to accept his suggestion.

Chief Barnes of the Housing Corporation stated that he has given his men implicit instructions to arrest any person violating the law and that they could at all times get police assistance from Portsmouth whenever necessary. So under the circumstances, I feel that it might be for the best interest of the Corporation to continue the present operation of the police force directly under Chief Barnes with Mr. Baulkin in charge of the police in Truxtun. We have better control if the Truxtun population believe that we are under the control of the federal government as minor offenses, such as taking a shot at another without damage, is treated rather lightly by the Portsmouth authority.

Very respectfully,

Fred D. McCracken

Fred D. McCracken,
Operating Representative.

#7

August 26th, 1919.

Mr. F. D. McCracken,
Truxton, R. F. D.
Portsmouth, Va.

Dear Sir:-

In refdrence to the policemen at Truxton, I have today written to the Mayor a copy of which you will find attached. I wish you would at once confer with Mayor Hanvey in reference to this matter as I can see no object of the policemen we are paying at Truxton to report to the chief of police at Cradock.

You will note I have informed his Honor the Mayor that I will be very glad to approve of paying for the necessary policemen at Truxton having them reporting directly to the Chief of Police at Portsmouth. This would work out to the advantage of the Corporation as these men would be at all times in position to arrest. It is my understanding that practically all of Truxton is in the city limits of Portsmouth and I wish you would at your earliest date confer with the Mayor in reference to having this system installed at once, keeping in mind only to have the necessary number of men, not to exceed two which I believe is all that would be necessary for Truxton.

Yours very truly,

UNITED STATES HOUSING CORPORATION.

WILLARD HOWE,
Manager Operating Division

#7

August 26th, 1919.

Honorable J. T. Hanvey,
Mayor, City of Portsmouth, Va.

Dear Mayor:- SUBJECT: POLICE - TRUXTON, VA.

It has been brought to my attention that we are compelled to employ one or two policemen for Truxton, Va. It is my understanding that Truxton, Va., is in the city limits of Portsmouth. Would it not be possible to have these men directly under you reporting to your chief and until such time as the City of Portsmouth would agree to pay the regular compensation to these policemen at Truxton, we will be very glad to see that one or two men receive their compensation from the Corporation.

It is my understanding it will only be necessary for one during the day and one at night. Mr. F. D. McCracken, our Operating Representative at Truxton, Va., informs me that he believes one would be sufficient.

We are all very much in hopes it will only be a short time before the future government of Truxton and Cradock will be taken in by the city of Portsmouth.

I hope you will approve of having the necessary policemen at Truxton reporting directly to your chief.

Awaiting your advice,

Yours very truly,

UNITED STATES HOUSING CORPORATION,

WILLARD HOWE,
Manager Operating Division

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

AUG 25 1919

Truxtun, Va., Aug. 25, 1919
~~XXXXXXX~~ CRADOCK, VA.,

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.Corp.,
Dept, of Labor,
Washington, D.C.,

Dear Sir:

Saturday night I left at 6:30 for Portsmouth and returned at about 7:30. Within that time a young fellow shot three times at another man. The police on duty failed to capture the man that did the shooting or hold the man that was the target. He stated that he had to see the Chief at Cradock. There are no telephone connection with the Chief at Cradock and an hour or two was wasted in getting hold of an automobile to take him over to confer with the Chief. Upon his return he stated that the Chief informed him that he had a week to capture the man. However, the young man gave himself up.

If it is necessary for us to remain idle while laws and regulations are being violated until the Police at Truxtun can confer with the Chief at Cradock we are in a very serious situation here. Many of the residents moved here to get away from a nightly cutting-slashing-shooting entertainments in Portsmouth and Norfolk and they are much worked-up over the diligence of the Police in some matters. The Police claims nothing can be done without a warrant no matter how serious the offense might be. However, Police at Portsmouth are out here daily without warrants picking up men without any charge. If this can be done without any charges or upon motion of some one in Portsmouth it appears to me that violators of law on the reservation can be picked up and sent ~~the~~ to the station ~~xxxxx~~ regardless as to whether the offense is against a Negro or any other race. Unless we can take a definite stand against all forms of disorder and violation of law and order the morale of the project will be substantially lowered.

I am sending this statement to you for your information with the view that some definite and fixed policy can be worked out as to what we can do and that the Chief at Cradock be also ~~definitx~~ informed.

So far I have been able to control them without much difficulty as I hold up to them that the Federal laws and Courts will handle violators. This has the desired effect but unless I am backed up by the Chief of Police of the Housing Corporation I fear that we will not be able to continue excellent record.

Very truly yours,

Fred L. McCracken

7

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

TRUXTUN-Project-150C

~~CRADOCK, VA.~~

WEEKLY PAY-ROLL ENDING
AUGUST 23, 1919

K. B. Ashburn, Mechanic - $30.00

S. Simmons, laborer, 46¢ per hour, 44 hours, - - - - - - - - - - - $20.24

*Mrs. Percy Fleming, office Assistant, - - - - - - - - - - - - - - - $15.00

Mrs. Fleming is only onk trial and is not handling any funds.

Compensation of myself as Operating Representative in charge at Truxtun, $2,000 per annum.

Respectfully submitted by Fred D. McCracken

Fred D. McCracken, O.R.,
Truxtun-Project-150-C

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

Truxtun-Project-150-C
August 22, 1919
~~CRADOCK~~, VA.

Howe

To Mr. Willard Howe,
From Fred D. McCracken, O.R., Truxtun, Va.,
Subject: Legal status of Truxtun.

Dear Sir:

I would appreciate the courtesy if your Legal Department would inform me as to the following points:

1;-Is Truxtun wholly under the jurisdiction of the City of Portsmouth ? I have been informed by the Chief of Police of Cradock that we are and whatever is permitted by the City ordinances of Portsmouth is also permitted here.
At the present time we are over-run with street preachers who are more or less fakes. Street preaching is permitted in Portsmouth.

2:-Truxtun School: Is the City of Portsmouth to supply the teaching force of the Truxtun school and pay the salaries ? I have received a number of applications for the school also a number of inquiries as to these two points.

Respectfully submitted

By Fred D. McCracken
Fred D. McCracken, O. R.,
Truxtun-Project-150-C

7

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF TOWN MANAGER

CRADOCK, VA.,
P. O. BOX 761
PORTSMOUTH, VIRGINIA

TRUXTUN-PROJECT-150-C

WEEKLY PAY ROLL
ENDING AUGUST 16th, 1919

K. B. Ashburn, Mechanic - $30.00

S. Simmons, general laborer, 46¢ per hour, 44 hours, - - - $20.24

*Mrs. Percy Flemming, office assistant - - - - - - - - - - - $15.00

*Mrs. Fleming is only on trial. If she proves satisfactory she will receive $75 per month beginning September first. She is not handling any funds at this time and will not until she is permanently employed and bonded. She seems to be a capable woman.

Respectfully submitted.
Aug. 16th, 1919.

Fred O. McCracken O.R.
Truxtun-Project-150-C

August 14, 1919

Mr. E. D. McCracken,
Operating Representative,
United States Housing Corporation,
Postoffice Box Number 761,
Portsmouth, Va.

SUBJECT: PERSONNEL OF OPERATING DIVISION
TRUXTUN, VIRGINIA

Dear Sir:

I wired you some days ago that I desired attached to each weekly report the personnel of the Operating Divisi on at your project. This must include the office employees as well as any one out side of the office; in fact, all salaries that are paid from your funds, giving the full name, duties, and salary paid. This must also include your own salary.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MS

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

Payroll Salaries

UNITED STATES HOUSING CORPORATION

OFFICE OF TOWN MANAGER

TRUXTUN, Va., Project-150-C

~~CRADOCK, VA.,~~
P. O. BOX 761
PORTSMOUTH, VIRGINIA

#7

WEEKLY PAY ROLL
Ending August 9th, 1919

K. B. Ashburn, Mechanic- - - - - - - - - - - - - - - - -$30.00 per week.

out S. Simmons, general laborer, 46¢ per hour,36 hrs- - $16.56 ending-9/9/19

NOTE:-I was informed by Mr. Cahill that the above employees would be cared for under Mr. Manning or by the Cradock office. The above two are the only employees in addition to myself working directly under the Town Manager of Truxtun.

Fred D. M. Croaker O.R
Truxtun, Va., Project-150-C

W. H. Ory

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF TOWN MANAGER

Truxtun-Project-150-C
Aug. 6th, 1919

~~CRADOCK, VA.,~~
P. O. BOX 761
PORTSMOUTH, VIRGINIA

Mr. Willard Howe, Mgr.,
Operating Dept., U.S.H.Corp.,
Washington, D. C.,

Dear Sir:

The following telegram received by mail to day, dated Aug. 4th:

"Have not received your personal list giving names, salaries and duties. Give this your attention at once."
Howe, U.S.H.C.,

On july 30th. Received the following telegram through the office of Mr. Cahill:

"Mail immediately copy of present weekly pay roll of operating division, giving names, salaries and duties."
Willard Howe

On August 1st I complied with the request by sending the following:

WEEKLY PAYROLL:
K.B.Ashburn, Mechanic-salary-$30.00 per week.
S. Simmons, Asst. to Mechanic or general laborer, salary--46-cents per hour.

Mr. Ashburn is more of a plumber than anything else. Fixes leaks, replaces broken window glass and mechanical work.

S. Simmons is the general laborer; assists the Mechanic on big repair jobs, keeps the drainage in the streets open, and assist in general labor work about the project not under Mr. Parkhurst or Mr. Manning.

My own salary is $2,000 per annum and $2,500 on or before Jan. 1st. next.

Very respectfully,
Fred D. McCracken
Fred D. McCracken, O.R.
Truxtun-Project-150-C

Willard Howe, Mgr.
Operating Division

August 6, 1919.

Mr. F. D. McCracken,
Operat. Repres., (Truxton)
U. S. Housing Corporation,
Portsmouth, Va.

INCLUDE WITH EACH WEEKLY REPORT PERSONNEL GIVING DUTIES AND SALARY PAID FOR THE WEEK

WH NH

WILLARD HOWE

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF TOWN MANAGER

Truxtun, Project-150-C
Aug. 5, 1919

CRADOCK, VA.,
P. O. BOX 781
PORTSMOUTH, VIRGINIA

#7
AUG 7
Howe

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.C.,
Department of Labor,
Washington, D. C.,

Dear Sir: Subject-Clerical Assistant.

I have your letter of the 28th ult., subject-Accountant, notifying me that the Truxtun accounts would be kept at Cradock and also informing me that it would not be necessary to employ an accountant for Truxtun. I am following instructions, delivering the rent receipts to Mr. Cahill.

I find that it is necessary for me to have a clerk or an assistant, one with sufficient amount of intelligence and experience to relieve me to some extent to the detail and the necessary book-keeping. While we have only 250 houses yet the tenants pay twice a month. It is their custom to pay twice a month and it is not possible at this time to request them to pay once a month and in advance.

I fully realize what is expected of this project and I am doing all that a human being can do to bring it up to that standard and am compelled to work from early morning to sometime far into the next morning in order to accomplish what I feel ought to be done and I am beginning to feel the strain.

Your Mr. Parker who was here and Mr. Cahill have some knowledge of my efforts. My only desire is to make Truxtun 100% and stand at the head of your projects as the standard.

I therefore recommend the appointment of Mrs. Percy Fleming, as assistant at $75.00. She is a woman of considerable experience in office work; a book-keeper and business training. I have tried to get others at a lower rate of pay but after careful inquiry and examination I regret much to say they in no way measured up to the standard where they might be desirable. I trust that the appointment of Mrs. Fleming will receive your favorable consideration.

Very respectfully,
Fred D. McCracken
Fred D. McCracken, O.R.
Truxtun-Project-150-C

Truxton #7

August 5, 1919.

Mr. Thomas C. Cahill,
Operating Representative,(Cradock)
U. S. Housing Corporation,
Box 761,
Portsmouth, Va.

Dear Sir:

I am in receipt of a letter from Fred D. McCracken, Operating Representative at Truxton, stating that the two men appearing on the Operating Division Pay roll are K. B. Ashburn, Mechanic at a salary of $30.00 per week, and S. Simmons, Assistant, at 46¢ per hour.

The information I got from your previous letters gave me to understand that all of these help had been taken by Mr. Parkhurst. Will you please explain why these two men appear as chargeable to the Operating Division at Truxton?

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
HAMPTON ROADS DISTRICT
~~NORFOLK VA~~

Truxtun-Project-150-C

August 1, 1919

AUG 4 '19

Mr. Willard Howe, Mgr.,
Operating Division, U.S.H.C.,
Department of Labor
Washington, D. C.,

Dear Sir:

Just received through Mr. Cahill request dated July 30th for present weekly pay roll of this project. The following are the names, salaries and duties:

K. B Ashburn, Mechanic, salary-$30.00 per week.

S. Simmons, asst. to Mechanicor general laborer-~~$~~ 46¢ per hour.

The above two constitutes all the weekly pay roll for Truxtun. This is the statement of Mr. Mason at the Cradock project.

Very respectfully,

Fred D. McCracken

Fred D. McCracken, O.R.
Truxtun-Project-150-C

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
HAMPTON ROADS DISTRICT
NORFOLK, VA.

AUG 4 .9

Truxtun, Porject-150-C
Aug. 1, 1919

7

Mr. Willard Howe, Mgr.,
Operating Division, U.S.H.C.
Department of Labor
Washington, D. C.,

(Subject: Handling funds.)

Dear Sir:

In reply to yours of the 26th ult., requesting information if any one not bonded by a surety company is handling funds from Truxtun, there is no one handling any funds at all or cllecting rents except myself. As soon as I am able to get hold of the proper person for an assistant in the office will notify you at once.

Very truly,

Fred D. McCracken

Fred D. McCracken, O. R.,
Truxtun Project-150-C

7

Willard Howe, Mgr
Operating Division

July 30, 1919.

Mr. F. D. McCracken,
Operating Representative (Trunton)
U. S. Housing Corporation,
Portsmouth, Va.

MAIL IMMEDIATELY COPY PRESENT WEEKLY PAYROLL OF OPERATING DIVISION GIVING NAMES SALARIES AND DUTIES

WILLARD HOWE

JCP NH

Truxtun # 7

CROSS INDEX SHEET

FILE --- Truxtun, Va. # 7

ORIGINAL FILED UNDER --- Truxtun, # 9

DATE --- July 28, 1919

FROM --- Fred McCracken

TO --- Willard Howe

SYNOPSIS

Letter:

In reference to a stenographer of office assistant I have talked over the 'phone with Mr, Cahill but on account of the pressure of business at Cradock he has been unable to ge t over. However, I trust that this matter will receive your early consideration.

Have been so busy until late at night and just can't get time to do the business end . An assistant would do much to relieve me of this work, I very much hope that an assistant will authorized dso that he will be on the ground when the rents begin for August.

Reply to above : From Willard Howe

In reference to an assistant, I would recommend that you arrange to get a young lady or young man to help you in reference to this matter. It would not be necessary that he be a stenographer or a bookkeeper, as the accounts of Truxtun will be kept at the Cradock office. I would suggest that you good judgement in trying to select some one that would be assistance in your work- someone of a pleasing personality, to deal with the public. This you will find very valuable in taking care of unnecessary complaints about the houses. You have my authority to hire such a person, but believe you should get some one not to exceed $60.00 a month.

#1124

July 28th, 1919.

Mr. F. D. McCracken,
Truxton, Va.

Dear Sir,-

Please at once look around in reference to getting someone to act as your office assistant. Would suggest that you use the greatest care because it will be necessary to have someone who is familiar and capable in the keeping of the accounts at Truxton. Would also suggest that they should be a stenographer, although I think in the matter of correspondence, you should be able to take care of this, but it would be necessary to have someone with rather a pleasing personality.

Wish to call your attention that anyone who is handling funds of the Corporation must be under bond. Do not permit anyone to collect rents or handle funds unless they have been bonded by a surety company.

Please advise this office at once if anyone is handling funds who have not been bonded by a surety company.

Yours very truly,

UNITED STATES HOUSING CORPORATION,

WILLARD HOWE,
Manager Operating Division

Truxton #1

July 25th, 1919.

Mr. Thos. Cahill,
Portsmouth, Va.

Dear Sir:-

I am in receipt of a letter from Mr. McCracken where he states that all of the rental collections from Truxton have been placed with the Cradock Office, the former Operating Representative taking a receipt from Mr. Mason who was in the Cradock office. It is our desire to have Truxton as soon as possible completely divorced from Cradock and moneys Mr. Cracken collects from rentals should be directly deposited in a bank; also any necessary payroll for Truxton that he take care of it himself. I wish you would keep me advised at various times you inspect Truxton to see that there is no unnecessary expenditure of the Corporation's funds in reference to the Operating Division. Mr. McCracken informs me today there is on the payroll at Truxton, a mechanic, carpenter, 3 policemen and a gardener. Anything in reference to the outside grounds should be taken care of by Mr. Manning who is in charge of the Town Planning and I believe anything pertaining to the inside of the houses, or any repairs necessary, should be taken up with Mr. Parkhurst. I note your letter of today stating you had gotten rid of all the labor which has been appearing on the Cradock payroll and that the Police force went off under date of July 24th. I hope that this is also taking care of payroll that was being charged to Truxton.

Yours very truly,

UNITED STATES HOUSING CORPORATION,

WILLARD HOWE,
Manager Operating Division

Truxton 7

July 25th, 1919.

Mr. F. D. Mc Cracken,
Portsmouth, Va.

Dear Sir:-

Have noted carefully your letter of July 23rd and very much surprised to note that the Truxton office is carrying a gardening force, mechanic and 1 laborer. This gardening force should be carried on Mr. Manning's payroll. Wish that you would at once arrange to have the payroll of the Operating Division for this class of help discontinued. Any work that is necessary around the outside of the houses, take up with Mr. Manning in charge of the Town Planning and any houses which are not completed and ready for tenants, take up with Mr. Parkhurst.

In reference to the management of the Truxton project, we desire that this be entirely separated from Cradock. When you were in Washington, you informed both Mr. C. H. Brewster, Treasurer and myself that you thought it advisable to deposit the funds of Truxton in a bank managed by the colored people and were to advise us on your arrival at Truxton, the name of this bank and Mr. Brewster was to look and see if it had been approved as a depository of the U. S. funds. You have not informed us relative to this matter up to the present writing. I wish you would pay more prompt attention to these matters, if you are unable to have the Truxton project entirely divorced from Cradock in reference to the col ection of rentals before August 1st. The bank account where the funds are deposited should show all monies collected from rentals from July 1st, 1919 and the amounts should show up on your bank book. Please take this matter up with Mr. Mason at once, who you mention has been in charge of the books at Truxton.

In reference to your salary and any help that is necessary in the matter of operation of the Corporation property, until such time as the new checks are issued to you on the U. S. Treasury, it will be necessary to use the funds of the July collections to pay these obligations and any monies paid out, be sure to have the regular corporation receipt for same.

Yours very truly,

UNITED STATES HOUSING CORPORATION,

WILLARD HOWE,
Manager Operating Division

7

July 24, 1919.

Mr. F. D. McCracken,
Operating Representative,
U. S. Housing Corporation,
Box 761,
Portsmouth, Va. (Truxton)

Dear Sir:

Please find attached memorandum received from Mr. L. K. Sherman, President of the Corporation, in reference to vacation of employees. Before these vacations can be granted, you must send to this office for the proper authority.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RR

7

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
HAMPTON ROADS DISTRICT
NORFOLK, VA.

JUL 25 1919
Howe
File

Truxtun-Project-150-C
July 23, 1919

Mr. Willard Howe,
Mgr. O. D., U.S.H.C.,
Dept. of Labor,
Washington, D. C.,

Dear Mr. Howe:

A young man from Mr. Cahill's office called today stating that Mr. Cahill was desirous of me carrying the gardening force, policemen, mechanic and laborer for the week ending 26th. He stated that these weekly pay rolls had been carried by the Cradock office and that owing to the lack of funds he was unable to carry the same and that last week the Cradock office had to borrow from individuals in order to meet the pay rolls; and that the gardening force pay roll for last week should be paid out of the Truxtun fund. I stated that I could do nothing until definite information, regulations and rules as to the finances for Truxtun had been received by me from the Operating Division. He stated that I should take up the matter at once with you so that something could be done to meet the pay roll for this week.

I await instructions from your office.

Very truly yours,
Fred D. McCracken
Fred D. McCracken, O.R.,
Truxtun-Project-150-C

Transfer #17

July 24th 1919.

Mr. F. D. McCracken,
Portsmouth, Va.

Dear Sir:-

I have noted carefully your letter of July 22nd wherein you feel it will be necessary for you to employ a stenographer, and one who is competent in bookkeeping.

I wish you would confer with Mr. Cahill in reference to this matter. You also state in your letter of July 22nd that later on in the season you will be able to drop some of your laborers. This is absolutely against my instructions for you to carry any laborers on your payroll. This must be handled by Mr. Parkhurst. The only personnel you will have will be what we at Washington give you permission to hire as office assistants.

Yours very truly,

UNITED STATES HOUSING CORPORATION,

WILLARD HOWE,
Manager Operating Division

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
HAMPTON ROADS DISTRICT
~~NORFOLK, VA.~~

TRUXTUN, VA., July 22, 1919

JUL 23 19

Howe #9

Ans. Wrote
No. Ans. File
Index

Mr. Willard Howe, Manager,
Operating Division, U. S. H. C.,
Washington, D. C.,

Dear Sir:

I am very glad to report that matters are going along fairly well for a new man on the job. Unfortunately, Mr. Kennedy, Mr. Cover's representative in charge of Truxtun, was called away the next day after my arrival on account of the serious illness of his father. However, I immediately took hold without any ceremony and matters are working smoothly.

[illegible]. Parkhurst and other representatives of the U. S. H. C., have visited me and we went over several matters together. After careful consideration we thought it best for Cradock to continue its supervision of the busness end of Truxtun until the first of August next and upon that date the business end would be centered entirely in Truxtun as to the operation of this project.

We are having considerable trouble with the cess pools, water running in the streets by the over-flow. Considerable sickness will follow unless this is remedied. The Doctor already states that he has several cases of malaria. Of course, we believe that the sewer will be a permanent remedy for this situation, but as a safe guard, I am having lime spread around the yards and streets.

I found several pig pens and dogs and have given instructions that dogs must be locked up or muzzled and that pig pens, pigs, cows, horses and cats must go.

The fire department is organized and I met with the boys last night and on Monday next we expect the Fire Chief from Cradock over for a talk with the boys.

I am today requesting the authorization of an assistant, one who is a book-keeper and a stenographer. This will be necessary as I expect to be out over the project a great deal as there are many little things that must be attended to. Later on in the season we will be able to drop some of our laborers. I believe I will be able to get a first class or efficient woman for $60 or not more than $75 per month. I strongly recommend your favorable consideration of this matter so that I can have the party on the job by the first of August. You will realize with the work for the Truxtun project centered here that the work will be increased to such an extent that one man will not be able to handle it efficiently.

Very respectfully,

Fred D. McCracken

Fred D. McCracken, C. R., U.S.H.C.
Truxtun,

#7

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
HAMPTON ROADS DISTRICT
NORFOLK, VA.

Truxtun, via Portsmouth, Virginia,
July 22, 1919

To: Willard Howe, Mgr., Operating Division, U. S. H. C.,
Washington, D. C ,

From: Fred D. McCracken, Operating Representative, Truxtun, Project-C-150.

Subject: Employment of Office Assistant.

On August First next, the business affairs of this project will be centered in the office of the Operating Representative for Truxtun. This will involve considerable detail work as to the office and also considerable out side work among the tenants or residents to preserve the high standard of morale.

The property will soon be placed on the market for sale and investors, bankers and individuals from surrounding towns will make daily visits to the project for inspection and of course, this will necessitate the Town Manager or Operating Representative to be out of the office a great deal of the time.

I very strongly request the authorization of an office assistant for Truxtun, one who has a knowledge of book-keeping and stenography at a salary of not more than $75 per month or $900 per annum to begin service on August First next.

I sincerely hope that this will receive your favorable consideration.

Respectfully submitted:

Fred D. McCracken

Fred D. McCracken, O. P. U.S.H.C.
Truxtun Project-C-150

Truxtun #7

CROSS INDEX SHEET

FILE --- Truxtun, Va # 7

ORIGINAL FILED UNDER --- Cradock # 6

DATE --- June 11, 1919

FROM --- F. G. Cover

TO --- Willard Howe

SYNOPSIS

Letter:

According to the present pro osed organization of this protection for Cradock and Truxtun, we will operate with three men at Truxtun and eight at Cradock. This is the minimum that we can figure on and give police protection to Cradock and Truxtun that will equal protection afforded in Portsmouth which is admittedly poor and weak.

It is my opinion that in the very near future a budget should be prepared for theoperation of Cradock and Truxtun and the details of the Town Management outlined, as we are rapidly approaching the time when such matters will force a decision from us and it should prove economical to anticipate them and determine upon some definite policy concerning these matters. Our best estimate for policing Cradock and Truxtun and giving fire protection to both palces is about seventeen man, at a cost for salaries yearly of $25,000.00. There seems to be a general understanding locally that the Marines will soon be withdrawn and if this is so, the combined policeman and firemen for Cradock as above outlined is the most economical organization that we can operate with and give adequate protection. Even on this basis the total gross cost will not greatly exceed the present personnel of the Fire Department, who are now operaring about fourteen men with a minimum wage scale of $150.00, whereas, my proposal to work men on the $4.00 per day basis, which compares favorabl y with the Portsmouth scale.

#1124

Truxton #7

March 19, 1919

Mr. F. G. Cover,
Box 761,
Portsmouth, Va.

Dear Sir :

This is to introduce to you the bearer of this letter, Mr. Fred D. McCraken, who represents the United States Homes Registration Service. Of course you understand that he works entirely out of your jurisdiction, but it is thought that he will be of great help to the Corporation in helping organize the colored people and be of assistance with regard to the properties at Truxton.

I hope that you will give him full information and also any assistance he may desire.

Very truly yours,

UNITED STATES HOUSING CORPORATION,

WILLARD HOWE,
Manager Operating Division.

WH-D

X 7
Trueyton

DUMMY

(Original filed in Cradock folder #10)

FROM: Wm. G. Sirrine, Dist. Mgr.

TO: Allan Robinson

DATE: Dec. 16th, 1919

SUBJECT: Shortage in accounts - J.M. Hempstead.

Attaching the following correspondence:

12/14/19 Letter from Fiscal Div. at Hampton Roads to Mr. L.R.Lewis, Subject: Mr. J.M. Hempsted.

12/13/19 Letter from Disburwing officer, Hampton Roads Dist. to Mr. Kellogg, the District Auditor at Norfolk, reporting relative to shortage in collections of J.M. Hempsted.

7 24

May 27,1920

Mr. Fred D. McCracken, Op. Rep.
U. S. Housing Crporation
Portsmouth, Va. Truxtun.

Dear Sir:-

Replying to your letters of May 19th I have talked over with Mr. Macomber the question of the possibility of getting some additional funds so that you may be able to employ a clerical assistant at least on part time. If Congress passes the Sundry Civil Bill with our field appropriation in a lump sum, I think it will be quite possible for us to adjust the funds so as to meet your request. If however, the bill as finally passed contains a specific list of employees authorized with salaries attached and there is no authorization for clerical assistance to aid you at Truxtun, I do not well see what can be done. The bill is now in conference and undoubtedly will be acted upon by Congress within the next few days, so that within a week we should be able to tell exactly where we stand.

I appreciate your sacrifice in offering to stay at Truxtun and hope that it will be possible to have you remain here. If, however, you find it impossible to stay, the Corporation will consult with you with regard to a successor.

Very truly yours,

UNITED STATES HOUSING CORPORATION

R. A. McCulloch
Manager, Operating Division.

McC/w

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
603 THIRTEENTH STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

Received at U. S. H. C. MAY 20 1920

McCulloch

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

Truxtun-Portsmouth, Va.
May 19, 1920

RECEIVED MAY 20 1920 ANSWERED

MDM

Mr. R. A. McCulloch, Mgr.,
Operating Div., U. S. H. C.,
Washington, D. C.,

Dear Sir:

I am in receipt of your letter of the 13th relative to my services for next fiscal year at Truxtun and contents very carefully noted and considered. Personally, I am not a book-keeper and have had little or no experience in that particular line. In fact, all the experience I have had on books has been since I have been at Truxtun. If this office were to continue the system of book-keeping that is now being installed I doubt very much my ability to do it alone. By the consolidation of the Truxtun and Cradock offices the work of the Truxtun office would be reduced by such action, then, I feel that I would be able to carry on the work, otherwise a part time book-keeper would have to be engaged. However, I am willing ~~be able~~ to try it out under whatever plan you might devise and if unable to do the work my resignation will be in your hands.

The next year will be a trying year for most of the people who have purchased at Truxtun. The project itself ~~xxxx~~ or I might say a community of this kind will be put to the strongest test possible. If our standards are maintained it will continue for years to come, if not, it will have a telling effect on future projects of its kind for years to come. If I stay here another year it means a sacrifice of my business in St. Paul and yet, I feel that I owe it to the public to remain here at least a year. A big majority of the residents are daily begging and pleading for me to stay with them as they also realize that the test will be during the next year. If I do not remain I have only one request to make, and that is, that one of our own race be appointed.

My relations with the United States Housing Corporation have at all times been very agreeable and extremely pleasant and for which I am thankful. Without the sympathy, heartfelt interest and encouragement I received from the Corporation my efforts would have failed.

Very truly,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

I 7 M

May 13,1920

Mr. Fred D. McCracken, Op. Rep.
U. S. Housing Corporation
Portsmouth, Va. Truxtun, Md.

Dear Sir:-

On account of the reduction of the available fund allowed by Congress for next years' operation of our Field forces, it will be nedessary to make one district of Truxtun and Cradock. We hope, however, to obtain sufficient funds to enable us to avail ourselves of your services as Representative at Truxtun at the same salary you are now receiving. There will however, be no funds for clerical help here. Will you kindlylet us know whether you will be willing to carry on the work after July 1st on this basis.

Very truly yours,

UNITED STATES HOUSING CORPORATION

R. A McCulloch
Manager, Operating Division

McC/w

Copy

Mr. McCulloch
Truxton
J M

RECEIVED
MAY 5 1920
ANSWERED
OPERATING DIVISION

May 4th, 1920

Dr. George E. Haynes,
Director of Negro Economics,
Department of Labor,
Washington, D. C.

My dear Dr. Haynes:

I have your communication of April 30th, 1920, requesting that I authorize Mr. Fred D. McCracken, our Operating Representative at Truxton, Va., to come to Washington for a day or two next week for a conference on a building-and-loan housing matter and another phase of local housing conditions of Negroes.

I am pleased to authorize Mr. McCracken to come to Washington to take up the matters you suggest in conference.

Yours very truly,

L. K. Sherman

President
UNITED STATES HOUSING CORPORATION.

LKS:D

Copies:
Mr. McCracken,
Mr. McCulloch

Truxtun
7 PM

OFFICE MEMORANDUM

TO: MR. L. E. REED, TRAVELING AUDITOR
FROM: MR. R. A. McCULLOCH, MGR. OP. DIV.
DATE: APRIL 27, 1920

Replying to your memorandum of April 26th, Mr. Howe under date of January 10th, authorized an increase in Mr. McCracken's salary at Truxtun, from $2,000 to $2500 per annum, in accordance with an agreement made with Mr. McCracken at the time he took charge that if his work was satisfactory, his salary would be increased this amount on January 1st,

McC/w

RECEIVED
APR 26 1920
ANSWERED
OPERATING DIVISION

OFFICE MEMORANDUM

FROM: MR. L. E. REED, TRAVELING AUDITOR.

TO: MR. R. A MCCULLOCH, MANAGER - OPERATING DIVISION.

DATE: APRIL 26, 1920.

SUBJECT: SALARY INCREASE - FRED D. MCCRACKEN - TRUXTUN, VA.

According to payroll vouchers received in this office, the salary of Fred D. McCracken at Truxtun, Va. has been increased from $2,000.00 to $2,500.00 per annum, effective as of January 1st, 1920.

Kindly advise us if this is correct, giving the date of the authorization for the increase.

Jan 10/20

L. E. Reed

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
603 THIRTEENTH STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

Received at U. S. HOUSING CORPORATION APR 19 1920

Truxtun-Portsmouth, Va.

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

April 16, 1920

RECEIVED APR 21 1920 ANSWERED OPERATING DIVISION

RZM

Mr. R. A . McCulloch,
Operating Div., U.S.H.C.,
Washington, D. C.,

Dear Mr. McCulloch:

I will not be in Washington on Sunday next as expected. A party of business men of St. Paul, Minn., requested me to meet them to discuss some business matters. Due to the fact that I would not be immediately available for them I suggested that it would be best to call the conference off for Sunday.

I am only giving you this information thinking perhaps you might desire to see me if I am to be in Washington on Sunday.

With personal regards and sincere best wishes, I remain,

Faithfully yours,

Fred H. McCrack

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
603 THIRTEENTH STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

Received at U. S. HOUSING CORPORATION APR 16 1920

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

Truxtun, Portsmouth, Va.,
April 15, 1920

RECEIVED APR 16 1920 OPERATING DIVISION ANSWERED

Mr. R. A. McCulloch, Mgr.,
Operating Div., U.S.H.C.,
Washington, D. C.,

Dear Sir:

I expect to be in Washington on private business Saturday evening next, leaving Sunday night for Truxtun. If there is anything you desire see me about Sunday April ~~21~~ 18, please leave message at THE WHITELAW Hotel, 13th & Tea Sts. N. W.

Very truly,

Fred D. McCracken,

Copy

RECEIVED
APR 8 1920
ANSWERED
OPERATING DIVISION

File #7

April 7, 1920.

Mr. Fred D. McCracken,
Operating Representative,
Truxtun--Portsmouth, Va.

Dear Mr. McCracken:

I have your communication of April 3d, with newspaper clipping attached, which speaks very favorably of you and your efforts connected with the sales at Truxtun. I also note your letter to the Editor of the Journal and Guide of Norfolk, Va., with reference to the article, advising him that the sale of the properties was under the management of Mr. E. R. Hardendorf. This is a very proper thing for you to do, and I am calling it to Mr. Hardendorf's attention by sending him a copy of this letter.

With appreciation for your loyalty and efforts, I am,

Sincerely yours,

President
UNITED STATES HOUSING CORPORATION

LKS RH

CC to Hardendorf
Macomber
McCulloch

7Th

March 15th, 1920.

Mr. Fred D. McCracken,
Operating Representative,
Truxtun, Virginia.

Dear Sir:

In all dealings with the public-- and this includes everyone with whom you come in contact other than the personnel of the United States Housing Corporation - it is especially important that you exercise unusual care to be uniformly courtious and self-controlled. Every Government Employee is a public servant and must never loose sight of the fact that on his account he must be more careful even than he would be were his own financial interests at stake. As a representative of the United States Government also it is incumbent upon him to maintain the dignity of his position. Many times without doubt you will be severely tried by unjust and uncalled for criticism and even abuse from those with whom you deal. It is always possible, however, to handle such cases in a dignified manner with out stooping to the level of those attacking you. Please impress upon all your assistants the importance of these suggestions, as the success of your work depends chiefly on your constant care and observance of them.

Yours very truly,

UNITED STATES HOUSING CORPORATION,

R. A. McCULLOCH,
Manager, Operating Division.

#2058.

File

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
13TH AND G STREETS NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

Received at
U. S. HOUSING
CORPORATION
MAR 15 1920
Referred to
Mr.
Mr.
Mr.
FILE

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

Truxtun, Portsmouth, Va.,
March 13, 1920

Mr. R. A. McCulloch, Mgr.,
Operating Div., U.S.H.C.,
washington, D. C.,

Dear Sir:

I plan to be in washington by Monday March 22d to confer with yourself and officials of the United States Housing Corporation and also with Dr. Geo E. Haynes, of the Department of Labor, on matters of importance in the future operation of Truxtun.

Very truly,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

13TH AND G STREETS NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

March 12th, 1920.

Mr. Fred D. McCracken,
Operating Representative,
Truxtun, Virginia.

Dear Sir:

When the houses of your project are put on sale by the Corporation, you are requested to cooperate in every particular with the Selling Representative of the Real Estate Division in order that the sale may be successful. It is expected that you will give to the Selling Representative all information that you have regarding the tenants which may be of assistance to him in making sales and whenever a house is vacated during the period of sales, before it has been sold, you are advised to consult the Selling Representative before renting the house to another tenant and to hold the house vacant if the Selling Representative considers it best to do so.

Yours very truly,

UNITED STATES HOUSING CORPORATION

R. A. McCULLOCH
Manager - Operating Division.

#2057.

DFM

March 12, 1920

Mr. F. D. McCracken,
Operating Representative,
Truxtun, Portsmouth, Va.

Dear Sir:

Replying to your letter of March 10th, your rental of the office at 2700 Key Road, Truxtun, for thirty dollars a month is approved. The cost of this should be charged to the Operating expenses.

Yours very truly,

UNITED STATES HOUSING CORPORATION

R. A. McCULLOCH,
Manager - Operating Division

RAM/MS

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
13TH AND G STREETS NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

Truxtun-Portsmouth, Va.,

March 10, 1920

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.C.,
Washington, D. C.,

Dear Sir:

The building known as "Vick Store building," located on Deep Creek Bvd. and Key Road, designated as 2700 Key Road, Truxtun, Portsmouth, Va., and used as office of the United States Housing Corporation-Truxtun-Project-150-C, has been sold, contract dated March first, 1920. The new owner will rent the down stairs to the United States Housing Corporation as office for Truxtun-Project-150-C, at the rate of $30.00 per month and the new owner assuming and paying the monthly water bill. This is the only place available for us as an office. All of the stores are occupied. The rent begins March first. I do not believe it wise to enter into any lease except month-to-month. I trust this is satisfactory.

Very truly,

Fred D. McCracken,
Operating Representative,

7T 33

February 17, 1920.

Mr. F. D. McCracken,
Operating Representative,
Truxtun, Va.

Dear Sir:

Enclosed pleased find your expense account properly approved.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
13TH AND G STREETS NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

Received at
U. S. HOUSING
CORPORATION
JAN 26 1920
Referred to
Mr.

Truxtun, Portsmouth, Va., Jan. 13, 1920

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

#7

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.C.,
Washington, D. C.,

Dear Sir:

I am returning herewith ~~indi~~ identification card No. 817 in accordance with your recent letter inclosing indification card No. 82.

Very truly,
Fred D. McCracken
Fred D. McCracken,
Operating Representative

77 ML

January 10, 1920

Mr. F. D. McCracken,
Operating Representative,
Truxtun R. F. D.,
Portsmouth, Va.

SUBJECT - COMPENSATION

Dear Sir:

Last July , 1919, we wired for you to come to Washington, and later at a conference with Dr. Haines of the Labor Department, in reference to your services as Operating Representative at Truxtun, it was understood that your salary would be at the rate of $2,000 per annum until January 1, 1920.

After January 1, 1920, your compensation was to be advanced to $2500 per annum, provided that your services had been satisfactory both to the Corporation and the general operation of the property.

I wish to state at this time that we have received only the highest compliments in reference to the operation of Truxtun since you took charge of Truxtun. You have been able to acquire a general co-operation with the tenants of Truxtun, and you have removed many unpleasant conditions that have previously been reported to the Washington office.

I wish at this time to personally thank you for the work you have done and the interest you have taken in the operation of Truxtun, and I wish you every success in the continuation of your services for the successful management of this project, which has presented many problems very much different than those of any of the other projects owned by the Corporation.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MS

Transferred
7 DM

January 6, 1920.

Mr. F. D. McCracken,
Operating Representative,
Portsmouth, Va.

SUBJECT: IDENTIFICATION CARD

Dear Sir:

Enclosed please find Identification Card as of June 30, 1920, and would ask that you kindly return the old card.

Wishing you a prosperous New Year, I am,

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RM

#77M

Willard Howe, Mgr.
Operating Division

November 17, 1919.

Mr. F. D. McCracken,
Operating Representative,
U. S. Housing Corporation,
Truxtun, R. F. D.
Portsmouth, Va.

PONDERING YOUR VISIT UNTIL FIRST OF NEXT WEEK STOP WILL BE OUT OF CITY WEDNESDAY

WILLARD HOWE

WH NH

7 7 m

November 11, 1919

Mr. F. D. McCracken,
Operating Representative,
Truxtun R. F. D.,
~~Portsmouth, Virginia.~~

Dear Sir:

I am herewith returning your Expense Voucher, and note that you have signed your Travel Authorization as Chief of the Department.

For your information, Travel Authorizations must bear my signature, so this must be made out again.

I also note that your expenses for the trip from Norfolk to Washington and return are listed on the back under "Memorandum of Travel Performed Upon Transportation Requests". To my knowledge, you are not traveling under Transportation Requests, but are paying cash fare. It will therefore be necessary for you to list your expenses under the heading of "Memorandum-Character of Expenditure".

As I understand it, you are to be in Washington the first part of next weekin reference to the Adjustment of Water Rates, at which time we will take up this expense voucher.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MS
Enclosure.

#7 7th

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

Truxtun, RFD., Pirtsmouth, Va., Sept. 18, 1919

~~CRADOCK, VA.~~

SEP 20 1919

Mr. Willard Howe, Mgr.,
Operating Div.,
U.S.H.C., Dept of Labor,
Washington, D. C.,

Dear Sir:

Dr. Haynes, Director of Negro Economics, Department of Labor, informs me today that it is imperative that he be in New York the first of next week and requesting that I postpone my conference with him until the latter part of next week. So under the circumstances, I will not be in Washington until September 27th for the conference with Dr. Haynes.

I will take up with him at that time the subject of two residents of Truxtun being designated to act with the Board of Appraisors in the consideration of the sale of the property at Truxtun.

Very respectfully,

Fred D. McCracken

Fred D. McCracken,
Operating Representative.

#27M

16 September 1919

Fred. W. McCracken,
Trustee R W D Virginia

You have my approval to visit Washington the first of coming week with reference to business of the Corporation

WILLARD HOWE
Manager - Operating Division

#7 TM

August 28th, 1919.

Mr. F. D. McCracken,
Truxton, Va.

Dear Sir:- SUBJECT: BUSINESS OFFICE OPERATING REPRESENTATIVE

You have my authority to at once occupy one of the store rooms at Truxton for your office. In reference to the repair of the old Vick store, it is deemed advisable not to go to this expence as the property at Truxton will no doubt be appraised for sale within the next 60 days and it is thought that the prospective purchaser could do the necessary repairs, thereby saving the Corporation.

In reference to the building you are now occupying, I would suggest that you take it up immediately with the contractors who are building the school, who apparently are occupying some of these rooms and tell them that you wish to rent this building at once and for them to make arrangements to have their offices in some part of the school building in which they could no doubt very easily find temporary quarters. In this way it would give you an opportunity to receive an income from the house.

Yours very truly,

UNITED STATES HOUSING CORPORATION,

WILLARD HOWE,
Manager Operating Division

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

AUG 28 1919

Howe #7 PM

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

Truxtun-Project-150-C.
Truxtun, Va., Aug. 26, 1919
~~CRADOCK, VA.~~

Mr. Willard Howe, Mgr.,
Operating Division, U.S.H.Corp.,
Dept. of Labor,
Washington, D.C.,

Dear Sir: (Business office of Town Manager)

I was informed today through Mr. Parkhurst, Supt. of Construction, that the Washington office would not remodel or repair the building or house located on the corner of Deep Creek Bvd and Key Road, known as the Vick Store block and desiganted by you as the office of the Town Manager or th Renting office. It is regretted that no allottment is available for the repairs as it will not be possible to rent the building in its present condition as the repairs will have to be made by the tenant and of course, if he is not able to purchase the building when the property is placed on sale he would be out ~~xxxxx~~ the amount expended. However, I believe I can interest the War Camp Community Service in the matter.

The only logical place for the office will be in one of store buildings now being constructed. I have one store that has not as yet been allotted. The present location of the office is not desirable and it is not safe for us to be in the office especially on rent collecting days. It would be for the best interest of all concerned to have the office removed.

The house ~~xxxxxx~~ now used by the Housing Corporation and my office can be rented for about $35 or $40.00 per month while the store desired by me will rent for $20.00 per month. So from a revenue point of view we would gain by the use of the vacant or unallotted store.

I trust that this will receive your early and favorable attention. There will be times when it will not be possible for Mr. Cahill to call for the cash and where we are now located we have no protection and especially at nights as on rent days we stay in the office until very late.

Very truly

Fred D. McCracken

Fred D. McCracken, O.R.
Truxtun-Project-150-C

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

AUG 25 1919

Howe

Truxtun, R. F. D., Portsmouth, Va., Aug. 25, 1919
~~CRADOCK, VA.~~

#77M

Mr. Willard Howe, Mgr.,
Operating Division, U.S.H.Corp.,
Dept. of Labor,
Washington, D. C.,

Dear Sir: Subject:-Proper address for Truxtun project.

Please address all mail for the Truxtun Project as follows:

"Truxtun, R. F. D., Portsmouth, Va."

Letters from Washington to the Truxtun project reach the office about 48 hours late due to the fact that the mail generally goes to Cradock in care of one of the officials of the H. C. I do not believe it is necessary to have a mail box at Portsmouth as I do not go into Portsmouth not more than once or twice a ~~xxxxx~~ week and ~~xxxx~~ only in the evening.

Very respectfully,

Fred D. McCracken

Fred D. McCracken, O.R.,Truxtun-150-C

July 21st, 1919.

Mr. F. D. McCracken, Operating Representative,
Box 761, Portsmouth, Va.

Dear Sir:- SUBJECT: MANAGEMENT OF TRUXTON

Before you make any changes in reference to the management of Truxton, I desire that these matters be brought to the attention of the Washington Office.

For your further information Dr. Hayes of the Department of Labor will visit you sometime this week.

Please bear in mind as above stated, that no changes are to be made by you at Truxton without first consulting this office.

Yours very truly,

UNITED STATES HOUSING CORPORATION,

WILLARD HOWE,
Manager Operating Division

J. M.

July 31st, 1919.

Mr. F. D. McCrahan, Operating Representative,
Box 761, Portsmouth, Va.

Dear Sir:-

Please make a full report at once in reference to the operation of the Trenton houses; also any recommendations in reference to change in management must have the approval of this office.

Would like to have your opinion in reference to filling the unoccupied houses.

Please give this letter your prompt attention and must request that you give a full report each week.

Yours very truly,

UNITED STATES HOUSING CORPORATION,

WILLARD ROWE,
Manager Operating Division

July 18, 1919.

Mr. F. D. McCracken,
Operating Representative,
U. S. Housing Corporation,
Box 761,
Portsmouth, Va.

SUBJECT - DUPLICATE BANK DEPOSIT SLIPS - TRENTON

Dear Sir:

In mailing these bank deposit slips to the Washington Office, please mail them to Mr. C. H. Brewster, Treasurer, instead of sending them to the Operating Division.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH:MM

Trustee
7/7/19.

TREASURY DEPARTMENT
DIVISION OF PRINTING AND STATIONERY
Form 1231—Ed. 6,000—April 4-18

ORIGINAL

REQUISITION FOR DISBURSING OFFICERS' CHECKS

Office United States Housing Corporation, *Department* Labor
Address P. O. Box 761, Portsmouth, Va.

Date July 17, 1919.

To the Secretary of the Treasury:

Please furnish for the use of this office the following-described Disbursing Officers' checks drawn on the Treasurer of the United States:

Quantity desired 1000

Numbered from 1 *to* 1000

SURFACE PRINTING AS FOLLOWS:

In upper left corner
United States Housing Corporation.

On date line: Portsmouth, Va.

Under signature line:
Special Disbursing Agent
Symbol 93758

Signature Fred D. McCracken,

Title Special Disbursing Agent, *Symbol No.* 93758

DO NOT WRITE BELOW THIS LINE.

PLEASE USE COPYING INK BUT DO NOT PRESS COPY

Req. No. _____

Treasury Department,
OFFICE OF THE SECRETARY,
WASHINGTON.

SIR: Please cause to be prepared for the use of the above officer the work described.

Deliver as above.
By direction of the Secretary.
Respectfully,

Chief, Division of Printing and Stationery.

TO DIRECTOR, BUREAU ENGRAVING AND PRINTING.

2—4494

Office Memo.

To: Mr. Willard Howe, Mgr. Operating Division

From: C. H. Brewster, Treasurer,

Date: July 15, 1919

Drupton 7 J.M.

Attached herewith are Western Union Telegraph Co. and Postal Telegraph Cable Co. franks numbered 24003 O and H4128, respectively, issued to Fred D. McCracken, Operating Rep. Please have Mr. McCracken sign the attached receipt and return to this office.

The identification card has gone forward to Mr. Macomber for his signature, and with request to send in to you after having signed same.

OFFICE MEMORANDUM

7. 2. M.

TO: Mr. Brewster, Treasurer
FROM: Willard Rowe, Mgr. Operating Division
DATE: July 18, 1919.

SUBJECT: Operating Representative - Truxton, Va.

Please issue at once to Fred D. McCracken, acting as Operating Representative of Truxton, identification card, also franks for the Western Union and Postal Telegraph Company.

You will find attached cards Mr. McCracken had when he was connected with the Homes Registration Service.

WR MM

OFFICE MEMORANDUM

J.M.

To C. H. Brewster, Treasurer,

From Willard Howe, Manager, Operating Division,

Date July 15th, 1919.

Subject: Operating Representative, Truxton, Va.

This is to notify you that we have appointed F. D. McCracken, as operating representative at Truxton, Va. It is deemed advisable that he keep a separate bank account covering Truxton, in order to keep this separate from Cumbock. Would you please designate to Mr. McCracken the bank he is to deposit funds in and would suggest that there is a negro bank located at Portsmouth which has been approved as a U. S. depository. If this is satisfactory to you, I feel it would be advisable to have the funds at Truxton deposited in this bank.

Manager Operating Division

WILLARD HOWE

July 14th, 1919.

Mr. F. C. Covert, Operating Representative,
U. S. Housing Corporation,
Portsmouth, Va.

Continue to make disbursements as in June keeping detailed track of same so adjustment can be made later

WILLARD HOWE

July 11, 1919.

Mr. F. G. Cover,
Operating Representative,
U. S. Housing Corporation,
Box 1761,
Portsmouth, Va.

Dear Sir:

Please find attached Application for your Bond, properly signed.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOME
Manager - Operating Division

WH EM

Willard Howe, Mgr.
Operating Division

Instum 7 p.m

July 11, 1919.

Mr. Fred D. McCracken,
410 Court Block
St. Paul, Minn.

USE GOVERNMENT SCRIP BOOK COMING TO WASHINGTON STOP WILL EXPECT YOU HERE ON JULY FIFTEENTH

WILLARD HOWE

WH BH

CLASS OF SERVICE	SYMBOL
Day Message	
Day Letter	Blue
Night Message	Nite
Night Letter	N L

If none of these three symbols appears after the check (number of words) this is a day message. Otherwise its character is indicated by the symbol appearing after the check.

WESTERN UNION TELEGRAM

NEWCOMB CARLTON, PRESIDENT — GEORGE W. E. ATKINS, FIRST VICE-PRESIDENT

CLASS OF SERVICE	SYMBOL
Day Message	
Day Letter	Blue
Night Message	Nite
Night Letter	N L

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RECEIVED AT COMMERCIAL NAT'L BANK BLDG., 14th & G STS., N. W. WASHINGTON, D. C. ALWAYS OPEN

1919 JUL 10 PM 10 45

JUL 11 1919

C269CH 17 NITE

STPAUL MINN 10

WILLARD HOWE

4625

US HOUSING CORPN DEPT OF LABOR WASHINGTON DC

I WAS SENT TO CHICAGO ON OFFICIAL TRIP COULD I USE GOVERNMENT TRANSPORTATION FROM CHICAGO WIRE COLLECT

FRED D MCCRACKEN.

Index

Willard Howe, Mgr.
Operating Division

Drayton 7 p.m.

July 8, 1919.

Mr. Fred D. McCracken,
(Real Estate Dealer)
410 Court Block,
St. Paul, Minn.

ARRANGE TO REPORT IN WASHINGTON JULY FIFTEENTH STOP IF PROPERTY IS PLACED ON SALE WOULD THINK THAT YOUR SERVICES WOULD BE REQUIRED FOR AT LEAST A YEAR AND IN ALL PROBABILITY LONGER PROVIDING YOUR SERVICES ARE SATISFACTORY

WILLARD HOWE

WH RH

CLASS OF SERVICE	SYMBOL
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Day Letter	Blue
Night Message	Nite
Night Letter	N L

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RECEIVED AT COMMERCIAL NAT'L BANK BLDG., 14th & G STS., N. W. WASHINGTON, D. C. ALWAYS OPEN

1919 JUL 8 AM 11 54

Bureau of Industrial Relations
JUL 8 1919

A 252CH 21 COLLECT

STPAUL MINN 1030A 8

WILLARD HOWE

099

US HOUSING CORP DEPT OF LABOR 13 G ST NW WASHINGTON DC

CAN REPORT ON JULY 15TH IN ORDER TO ADJUST MATTERS HERE PLEASE WIRE LENGTH OF TIME FOR SERVICES

FRED D MCCRACKEN.

WILLARD HOWE, MGR.
OPERATING DIVISION

Drupton 7-7-19

July 7, 1919.

Mr. Frederick D. McCracken,
(Real Estate Dealer)
410 Court Block,
St. Paul, Minn.

COMPENSATION SATISFACTORY
REPORT FOR DUTY JULY FIFTEENTH

WE FEEL THAT IT IS NECESSARY FOR YOU TO
ANSWER BY WIRE COLLECT

WH RH

WILLARD HOWE

OFFICE 'PHONE CEDAR 8760 NOTARY PUBLIC RESIDENCE 'PHONE CEDAR 8246

FREDERICK D. McCRACKEN

REAL ESTATE, LOANS, RENTALS, FARM LANDS AND
GENERAL INSURANCE

SUITE 410 COURT BLOCK ST. PAUL, MINN., July 5th, 1919 191

Howe

Mr. Willard Howe,
Manager, Operating Division
U. S. Housing Corporation,
Washington, D. C.,

Dear Sir:

Upon my return to St. Paul yesterday I found awaiting me the following telegram dated at Washington, D. C., July 2d:

"What salary would you consider to take charge of Truxton, Va. If compensation satisfactory to us, when could you report for duty."
(signed) Willard Howe.

1:-I would consider $2,000 per annum with an increase of $500 on or before January 1st, 1920.(a)

2:-I could report for duty August 1st next.(b)

(a) I fully realize and appreciate the big responsibility one would have in connection with the position. With my practical experience in real estate and managing and care of property and with the experience gained as Field Agent with the U. S. Homes Registration Service and with a working knowledge of conditions at Truxton and with my undying faith in the ~~Kfrxxx~~ Negroes to make Truxton the ideal Negro Community of the nation, I believe that the salary requested is fair and should receive favorable consideration.

(b) It would not be possible at this time to state that I could report for duty earlier than August first. It would take me a few weeks to dispose of my business and in addition, if my terms are accepted, I desire to take a special course for two weeks at the Minnesota State University on Community work. As I believe with my practical experience this academic training would be of great value to me in my work at Truxton.

When the opportunity arrives for the disposal of the houses the tenants must be protected. Many difficulties and misunderstanding will certainly arise which will need skillful handling in order to adjust them to the satisfaction of all concerned. It will require one with experience, practical ideas, with no idea of personal gain to himself and in sympathy with the general purpose for Truxton. He must have the confidence of the officials of the U. S. Housing Corporation as well as the confidence of the Negroes of the community. I believe with my experience I am peculiarly fitted for such an important task.

OFFICE 'PHONE CEDAR 8760 NOTARY PUBLIC RESIDENCE 'PHONE CEDAR 8246

FREDERICK D. McCRACKEN

REAL ESTATE, LOANS, RENTALS, FARM LANDS AND GENERAL INSURANCE

SUITE 410 COURT BLOCK ST. PAUL, MINN., July 5/19 191

WH-p-2"

I would appreciate it very much, providing my terms are accepted, if you would inform me as to the length of time my services would probably be needed at Truxton.

If I were to report by August first, it would be necessary for me to retun west during the first week in September to close up some very important business which cannot be closed until that time.

I presume also I would be entitled to some clerical assistance. However, the details can be worked out when I report for duty, if my terms are accepted.

In conclusion, I very greatly appreciate the fact that I have received consideration for such an important post. I fully realize that it means hard work, in fact, it is a man's job and I feel equal to the task and know that the Housing Corporation will feel that the salary requested is fair and just if the proper services are rendered. I would appreciate an early reply so that I may be able to adjust my own affairs to meet your decision.

Very respectfully yours,

Fred D. McCracken

OFFICE 'PHONE CEDAR 8760 NOTARY PUBLIC RESIDENCE 'PHONE CEDAR 8246

JUL 9 19

Howe

FREDERICK D. McCRACKEN

REAL ESTATE, LOANS, RENTALS, FARM LANDS AND GENERAL INSURANCE

SUITE 410 COURT BLOCK

ST. PAUL, MINN., July 5th, 1919 191

Mr. Willard Howe,
Manager, Operating Division
U. S. Housing Corporation,
Washington, D. C.,

My dear Mr. Howe:

Your telegram of July 2d was received at my residence while I was in Chicago. So I am writing to you concerning your proposition at Truxton, Va. I trust that satisfactory terms may be arranged for my services.

The situation in Chicago was in such shape that it needed very quick action in order to prevent an attack on the Housing Corporation. There was a misunderstanding as to the plans of Mr. Bixby to remedy housing conditions affecting Negroes. Some of the Negroes were under the impression that the Department of Labor th rough the U. S. Housing Corporation had joined forces with the Real Estate dealers on the South Side in Chicago to prevent Negroes from owning property in certain blocks of the South Side. They received this impression by the group of white real estate dealers who attended the Bixby meeting. However, I believe I have been able to straighten out the matter so far as to prevent any criticism of the Housing Corporation of the Department of Labor. This will be covered in an official report to be sent later.

Assuring you of my deep appreciation of your many courtesies and of my sincere desire at all times to render the very best service possible when called by your Department, I remain,

Very truly yours,

Fred D. McCracken

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Day Letter	Blue
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Night Letter	N L

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WESTERN UNION TELEGRAM

NEWCOMB CARLTON, PRESIDENT

GEORGE W. E. ATKINS, FIRST VICE-PRESIDENT

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RECEIVED AT COMMERCIAL NAT'L BANK BLDG., 14th & G STS., N. W. WASHINGTON, D. C. ALWAYS OPEN

1919 JUL 3 ~~AM 10~~ 25

A57RD 45 GOVT

PORTSMOUTH VA 1013A 3

1365

JUL 3 1919

MR WILLARD HOWE

MGR OPR DIV US HOUSING CORPN 613 G ST NW WASHINGTON DC

CAN OFFER MCCRACKEN TRUXTON POSITION AT EIGHTEEN HUNDRED DOLLARS STOP WIRE HIS WASHINGTON ADDRESS STOP HE GAVE ME STPAUL MINN HIS FUTURE ADDRESS

F G COVER OPR REP.

Inspection of 11

Form 101 A

THE WESTERN UNION TELEGRAPH COMPANY

INCORPORATED

MAIN WASHINGTON D C Office JULY 2 1919 191

JUL 3 1919

Rowe

M WILLARD ROWE 3168

U S HOUSING CORPORATION

Your telegram dated JULY 2 to MR FRED D MCCRACKIN 215 COURT BLOCK

ST PAUL MINN is undelivered.

Reason: PARTY SAID TO BE IN WASHINGTON

If you desire to communicate with this office by telephone in regard to the above message, call

FR 7100 and ask for extension No. 66

Changes in the address must be paid for at the usual rates.

W R WILLIAMS

Manager

RJH 45-P

Willard Howe, Mgr.
Operating Division

July 2, 1919.

Mr. Fred D. McCrackin,
Wabash Avenue,
Y. M. C. A.,
Chicago, Ill.

WHAT SALARY WOULD YOU CONSIDER TO TAKE CHARGE OF TRUXTON VIRGINIA
IF COMPENSATION SATISFACTORY TO US WHEN COULD YOU REPORT FOR DUTY

WILLARD HOWE

WH RH

Willard Howe, Mgr.
Operating Division

July 2, 1919.

Mr. Fred D. McCracken,
315 Court Block,
St. Paul, Minn.

WHAT SALARY WOULD YOU CONSIDER TO TAKE CHARGE OF TRUXTON VIRGINIA
IF COMPENSATION SATISFACTORY TO US WHEN COULD YOU REPORT FOR DUTY

WILLARD HOWE

WH NH

WILLARD HOWE

July 2nd, 1919.

F. G. Cover, Operating Representative,
U S Housing Corporation,
Portsmouth, Va.

Arrange at once to have Fred D McCracken take charge of Truxton

WILLARD HOWE

Tourytown #8

June 2nd 1919

Mr. Emmett Anderson,
608 McCallum Street,
LaPorte, Indiana.

Dear Sir :

I am in receipt of your letter of May 27th in reference to the houses built by this Corporation ~~at Portsmouth~~, Va. They are at a location called Truxton, a suburb. The housing project will accommodate 250 families. These homes have already been alloted to the employees of the Navy Yard.

Any further information that you desire, would request that you communicate with our representative Mr. F. G. Cover, Town Manager, Box 761, Portsmouth, Va.

Very truly yours,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager Operating Division

Truxton #8
La Porte Ind
5/27-19

United States Housing Corporation of the Department of Labor,
Washington, D.C.

Gentlemen
I See in my local paper where the government has open a Small City, at truxton Va it will be for Colored people only, and I am a Painter and would like to get in their, will you advise me,

Emmett Anderson
608 McCallum St
La Porte Ind

TRUXTUN VA # 21
FINANCIAL STATEMENTS

OFFICE MEMORANDUM

TO: IRA BROWNELL, Chief Fire Marshal
FROM: WILLARD HOWE, Manager Operating Division
DATE: SEPTEMBER 29, 1919.

SUBJECT: FIRE ALARM SYSTEM - TRUXTON, VA.

Would request that you visit Truxton and make the proper arrangements for the City of Portsmouth to have them take overthis system, so as to assume the car and maintenance. You will find your formal memorandum attached.

Willard Howe
Manager - Operating Division

WH RH

11

OFFICE MEMORANDUM

TO: Willard Howe, Mgr. Operating Division
FROM: Ira Brownell, Chief Fire Marshall
DATE: September 18, 1919.

SUBJECT: FIRE ALARM SYSTEM - TRUXTON, VA.

We have installed and in working order at the Truxton project, five Gamewell fire alarm boxes, with all necessary wires and batteries connecting to the fire alarm system of the City of Portsmouth, and as Portsmouth is to answer all alarms from these boxes, I would recommend that this alarm system be turned over to the City of Portsmouth; in doing this, it will put the care and maintenance of this alarm system in the hands of their Superintendent of Fire alarm, and it will not be necessary for us to look after the upkeep in any way.

Ira Brownell,
Chief Fire Marshall

IB RH

#11

June 26th, 1919.

file

Mr. E. G. Cover, Operating Representative,
Portsmouth, Va.

Dear Sir:-

Have noted carefully your letter in reference to hold-up insurance and trust you will arrange to have this policy issued in an amount sufficient to cover both the Truxton and Cradock offices. Also that yoursafe will not show more money than the amount of the policy issued, nor will more money be taken to the bank than the amount called for therein.

Yours very truly,

UNITED STATES HOUSING CORPORATION,

WILLARD HOWE,
Manager Operating Division

JUN 24

Howe

June 23, 1919.

From: F. G. Cover, Town Manager

To: C. H. Brewster, Treasurer U. S. Housing Corp., Washington, D. C.

Subject: Hold-up Insurance.

1. Herewith is transmitted hold-up bond in the amount of $1000.00, placed with the National Surety Co., policy No. B799806; also burglary insurance in amount of $1000.00, issued by the National Surety Co., policy No. B799805.

F. G. Cover
(F. G. Cover)
Town Manager.

Cover
Crabtree
Brewster

Copy to

Willard Howe

#11

OFFICE MEMORANDUM

TO : WILLARD HOWE, MGR OPERATING DIVISION
FROM : F. G. COVER, TOWN MANAGER, PORTSMOUTH, VA.
DATE : MAY 2, 1919

SUBJECT : Chemical Fire Extinguishers at Truxton.

It is recommended that the Construction Division turn over to the Operating Division at Truxton Virginia, all chemical fire extinguishers now in use at that project.

This development is nearly two miles from the nearest fire department at Portsmouth or Cradock, and in view of our present work of organizing a volunteer fire department at Truxton among the residents thereof, these extinguishers will be necessary and will probably be the means of checking small fires before the arrival of the apparatus.

TO : W. C. LEWIS, MGR CONSTRUCTION DIVISION
FROM : WILLARD HOWE, MGR OPERATING DIVISION
DATE : MAY 2 1919

SUBJECT : CHEMICAL FIRE EXTINGUISHERS AT TRUXTON.

I recommend that the above request be granted at once, that is, the transfer of the fire extinguishers from the Construction Division to the Operating Division.

Manager Operating Division

#11

OFFICE MEMORANDUM

TO : WILLARD HOWE, MGR OPERATING DIVISION
FROM : F G COVER, TOWN MANAGER, PORTSMOUTH VA
DATE : MAY 2 1919

SUBJECT : Chemical Fire Extinguishers at Truxton

It is recommended that the Construction Division turn over to the Operating Division at Truxton Virginia, all chemical fire extinguishers now in use at that project.

This development is nearly two miles from the nearest fire department at Portsmouth or Cradock, and in view of our present work of organizing a volunteer fire department at Truxton among the residents thereof, these extinguishers will be necessary and will probably be the means of checking small fires before the arrival of the apparatus.

TO : W. C. LEWIS, MGR CONSTRUCTION DIVISION
FROM : WILLARD HOWE, MGR OPERATING DIVISION
DATE : MAY 2, 1919

SUBJECT : Chemical Fire Extinguishers at Truxton that the above request be granted at once, the transfer of the fire extinguishers from the Construction Division to the Operating Division.

#11

CROSS INDEX SHEET

FILE --- Truxton #11

ORIGINAL FILED UNDER --- Cadrock #11

DATE --- April 24/1919

FROM --- F. G. Carr.

TO --- N. Hess

SYNOPSIS

Letter:—

We are advised by the underwriters Inspection Bureau, Norfolk, that "insurance rates on both wooden and galvanized iron garages in rear of homes at Cadrock and Truxton will depend upon the exact distance from all other buildings within 75 ft. of them."

#1124

Stamp

April 10, 1919.

From: F. G. Cover, Town Manager

To: F. L. Wadley, Works Superintendent

Subject: Flue Coverings, Truxton.

#11

1. Up to date flue coverings have not been provided for the 250 houses at Truxton, 40 of which are now occupied. Therefore, the same are subject to fire risk. Please advise the status of this subject, as it is understood you have authority to purchase flue coverings.

F G Cover

(F. G. Cover)
Town Manager.

Copy to

Mr. Willard Howe.

Truxtun
11

COPY TELEGRAM

ORIGIONAL FILED IN CRADOCK FOLDER #11

MARCH 18 1919

WILLARD HOWE
MGR OPERATING DIV

MAXIMIM AMOUNT SUBJECT ONE FIRE CRADOCK FORTY THOUSANDIN

APARTMENT AMOUNT AT TRUXTUN THIRTY THOUSAND IN STORES PROVIDED

STORES ARE WOOD CONSTRUCTION IF BRICK TRUXTUN MAXIMIM AMOUNT

TWELVE THOUSAND

T G COVER TOWN MANANGER

~~#~~ 11
Truxton

D U M M Y

(Original filed in #11 Cradock folder)

FROM: F.G. Cover, town manager
TO: Willard Howe, Mgr.
DATE: March 1st, 1919.

SUBJECT: VISIT OF FIRE INSURANCE REPRESENTATIVE TO CRADOCK AND TRUXTUN.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

File #11
Paradise Creek
Norfolk

OFFICE MEMORANDUM

FROM Mr. Fenner
TO Mr. Robinson,
DATE July 9,1918

JOB
LOCATION

You are no doubt considering the question of operation of public utilities as well as police and fire service in communities outside of the corporate limits of cities, such for instance as the Paradise Creek development at Portsmouth, Va. I presume that this question will frequently arise particularly at such isolated points as the bag loading plants. I will be very glad to get your ideas on the subject when you are ready to discuss it.

All the above items have been attended to and this report is approved for filing by Date , 19
14—1457

#1

TRUXTUN, VA.
#1. Lease & Certificate of Inspection.

January 20, 1920

Mr. Fred D. McCracken,
Operating Representative,
Truxtun, R. F. D.
Portsmouth, Va.

SUBJECT: INSPECTION OF HOUSES

Dear Sir:

This is to notify you that you must arrange to make an inspection of all unoccupied houses at least twice a week, as it has been brought to our attention that the Operating Representative is not giving close attention to the inspection of unoccupied houses, and that often times tenants move out without his knowledge; in some cases the water has been left to run, doing considerable damage.

For your protection, arrange to have the necessary form drawn up for your files, properly signed twice a week as evidence that an inspection has been made, either by yourself or one of your employees.

We also find that on some of the projects tenants are moving out with unpaid rental still due. If for any reason you are doubtful about a tenant, arrange to collect rent weekly in advance, and not allow it to get too far in arrears.

As you are responsible for the successful operation of your project, please govern yourself accordingly.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH BW

41

MEMORANDUM

U. S. DEPARTMENT OF LABOR

UNITED STATES HOUSING CORPORATION

Mr Howe From JUN 23 1919

Frances

t

This needs your attention

come up

JUN 20 19

W. Keevin

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
HAMPTON ROADS DISTRICT
NORFOLK, VA.

0000000 → Francis
Project 150-C

June 19
19 19

From: Frank M. Weakley, Works Superintendent.
To: Mr. F. G. Cover, Town Manager,

Subject: Certificates of Inspection

#1

1. We wrote you some days ago requesting the balance of the Certificates of Inspection for houses at Truxtun.

2. We have been reporting to Washington week after week that all houses had been inspected, but certificates of inspection had not been issued. We do not like to have to continue such reports.

3. As written in our previous letter, if you are unable to get these out, please furnish us the blanks and we will arrange to write them up ourselves, but we must emphasize the fact that the certificates must be issued without further delay.

4. Our final inspection of these houses was made several weeks ago, and we do not like to have people living in the houses unless the Operating Division has formally taken over these houses and approved them.

W.

Copy

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF TOWN MANAGER

Howe

~~CRADOCK, VA.,~~
P. O. BOX 761
PORTSMOUTH, VIRGINIA

April 25, 1919.

#1

From: F. G. Cover, Town Manager

To: Willard Howe, Manager Operating Division,
U. S. Housing Corp., Washington, D. C.

Subject: Completion of Houses.

1. Yours of the 22nd. The houses inspected for acceptance at Truxton were accorded a most careful and minute survey of each and every house and every item pertaining thereto as laid down by the plans and specifications. A detailed list of exceptions and omissions was recorded and in our acceptance certificates such exceptions and omissions are noted, signature being made with these differences acknowledged by the various signatures of the contractors, Construction Division and architect's representative.

2. It is believed that some of the minor omissions will have to be made good by the Operating Division and charged to the Construction Division, such as shortage to stove equipment, lifters, etc.

3. In cases where the range in the houses have been tested and heat in the rooms thereby created, cracks have been caused in the cabinets in the kitchens, especially in the doors, to such extent in some cases as to make the closing of doors impossible. This applies also to other wood work, such as doors communicating between dining room and kitchen. It seems that the material used in these houses was so green and of such poor grade that any heat results in warping.

4. As soon as the certificates are signed they will be filed in this office in order that future reference may determine to whom any repairs or upkeep should be charged.

#2

5. Summary of the exceptions and omissions to said houses has been forwarded to you heretofore.

F. G. Cover

(F. G. Cover)
Town Manager.

CRADOCK

Howe

April 23, 1919.

From: F. G. Cover, Town Manager

To: Mr. F. M. ~~Weakley, Works~~ Superintendent, ~~Truxton, Va.~~

Subject: Summary of Exceptions to Truxton Houses.

1. The following is a list of items short in equipment of Truxton Houses as revealed by recent inspection of same:

42 Lid Lifters for Range
18 Shakers for "
2 Locks, Knobs, etc. for front doors.
1 Plug in Kitchen Sink

In addition to these shortages of equipment, 12 panes of glass are broken in windows, enamel broken on three tanks and on two bath tubs, two bath rooms have been flooded, and triangular pieces on porches have not been painted.

2. Specific reference to the house affected can be obtained from individual inspection certificates.

3. In addition to the above exception is noted to the following material as not being up to specification:

Grade of siding, window sash, blinds, interior finish

Omission of latter box plates

Sash weights in block M. Key Road too light for windows.

Louvers

Branches with tap for boiler
Omission of gas piping.

#2

4. It is presumedsome of these omissions were authorized by change orders, but if this is true this office is not in pos ossion of copy of changes in specifications.

F G Cover

(F. G. Cover)
Town Manager.

Copy to

Mr. Willard Howe

Properties of House Trustees Co. - Hylan
Town Manager

#1

SILLINGS-, Specified #2 grade
Furnished and used #4 grade or worse
It has already in a number of cases shrunk and become worped The upkeep charge on this work will be high.

WINDOW FRAMES-
The sash furnished is a very poor grade Edges of sash have not been primed nor muntins primed before glazing. The putty has cracked and fallen off and is being replaced by Hegeman-Harris Co. at a large expense to them. The upkeep on this work will amount to quite a sum, due to the non-priming of sash and muntins.

BLINDS-
Specified movable slats. Furnished blinds have all stationay slats.

OK

INTERIOR FINISH,-
In houses now occupied, doors and shelves have already begun to shrink and warp, due to fire in ranges and heaters. Especially this is true with the kitchen cabinets in E type of houses. The doors are veneered and in every house the veneering has either cracked or puckered up, in some cases the whole door to cabinet has shrunk. Replaing these defects will require quite a sum.

HOUSE NUMBERS,-
Specified white celluloid. Brass furnished and used.

LETTER BOX PLATES,-
Specified, but none furnished.

GAS PIPING,-
Specified to run 5/8" steel pipe into kitchen and capped. Two pipes have been capped in the kitchen, one near coal range and one in the closet. This applies to block "M" only.

HARDWARE (ROUGH),-
Sash weights for windows in block "M" Key Road are entirely too light for sash. I understand these were O.K.'d by one of the Washington officials.

VENTILATORS,-
Specified louvers to be ½" apart.
They are built about 2" apart.

CELLAR STAIRS,-
Specified but not built.

COAL BINS,-
Specified but not built.

STAINING AND VARNISHING,-
Varnish specified, but none used.

CONCRETE, FLOORS,-
Specified but eliminated.

FURNACE HEATING,-
Specified but eliminated.

PLUMBING, -
Specified branches with top for boiler. In some houses a tee was placed for connections, but not in all cases.

RECOMMENDED,-

(1) That doors between living room and kitchen swing into living room. The door now swings into kitchen, taking up too much space and not permitting use of apron on range.

(2) That flue covers be furnished immediately, for fire protection, as about 45 families are now occupying houses.

(3) Due to the poor grade of siding used, renewing will be frequent. Would, therefore, suggest that the name and grade of paint and stain used be ascertained in order to make the new work harmonize with the old.

(4) White paint for all soil pipe, traps and vents appearing in kitchens and bath rooms. These pipes are now rusty and detract from the general appearance of the rooms.

(5) The doors in back rooms now interferring with placing of heaters, be swung on other side of frame, but in same room. The present door must be kept tightly closed or will become scorched or burned when fire is made in heater.

(6) Due to non-priming of sash, would advise that all sash be primed, reputtied and re-glazed, except that which has been done in the last few days by Hegeman-Harris Co. It has been proven that putty will not stick to bare wood.

(7) That gas pipe be taken out of closet in kitchen, especially that which was put through floor in center of closet

(8) That a piece of moulding or strip be nailed to slats in louvre to redue opening between slats. This is suggested to exclude driving rain and snow.

(8)

MAR 28 1919
Mr. Assembly
Mr. Howe
Mr.
Mrs. Wrote
No. Acc.
Index

March 26, 1919.

From: F. G. Cover, Town Manager

To: E. M. ~~Weakley~~, Works Superintendent,
Truxton, Va.

Subject: Inspecting Houses at Truxton.

1. In accordance with previous arrangements a representative from this office met your representative, architect's representative and contractor's representative and inspected 24 houses on Monday, March 24th. Up until noon yesterday about ten houses were inspected. As exceptions were found of uncompleted items to the extent of ten to fifteen different subjects, which seemed to be common omission of all houses, it was deemed advisable to defer further inspection until the contractor had an opportunity of remedying the shortages.

2. When these exceptions have been taken care of throughout the premises we will be glad to resume inspection and acceptances of the Truxton property.

F. G. Cover
(F. G. Cover)
Town Manager.

Copy to

Mr. Willard Howe.

a

ln

#3

January 14, 1920

Mr. F. D. McCracken,
Operating Representative,
U. S. Housing Corporation,
~~Truxtun R. F. D.~~
Portsmouth, Va.

SUBJECT - HOLD-UPS

Dear Sir:

As you are aware, we are now passing through a period of daily hold-ups, occurring in every part of the country. I wish to call your attention to the fact that you are responsible for the funds of the Corpiration at your project. I deem it wise that you have sufficient watchmen on the days that you receive rentals and that you take the best precausions in getting money to the bank, having the money well guarded on its transmission from the office to the bank.

I trust that you will at once arrange to have adequate watchmen and police protection to safeguard the funds of the Corporation on the days when rentals are received.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MS

#3

November 18, 1919

Mr. Fred D. McCracken,
Operating Representative,
Truxtun R. F. D.,
Portsmouth, Virginia.

SUBJECT - BAD CHECKS

Dear Sir:

It has been brought to my attention that on some of the Projects the Operating Representatives have cashed checks, or have accepted checks in payment of rents, which, later, have been returned by the bank, marked "no funds".

This is to notify you that when you accept a check, you are entirely responsbile to the Corporation, if the check proves no good. You are responsible for the collection of all rents on your project, and under no circumstances are you to accept checks from tenants, unless you can personally guarantee the same. Please govern yourself accordingly.

Yours very truly,

U. S. HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MS

#3

November 13, 1919

Mr. F. D. McCracken,
Operating Representative,
Truxtun R. F. D.,
Portsmouth, Virginia.

SUBJECT - DELINQUENT RENTS

Dear Sir:

As soon as one of your tenants becomes delinquent in the payment of rent, for which you are entirely responsible, after one or two days has elapsed when this payment is due, you should at once notify your policeman and have him call personally at the house and see if the rent can be collected.

You should watch this very closely, and under no circumstances permit tenants to become delinquent in their monthly rental payments.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MS

3

October 22, 1919.

Mr. F. D. McCracken,
Operating Representative,
Truxtun, Va.

SUBJECT: COLLECTION OF MONEYS

Dear Sir:

It has been brought to my attention that on some of the projects the daily balance has not been taken--checking up with moneys received against receipts given out. This is absolutely necessary so that in case of any loss in the office, responsibility for such loss can be placed and the Corporation protected under the bond issued for such employees.

I again call to your attention that you must at all times keep employees of your office who handle cash of the Corporation under bond, and wish that you would at once check over your records and see that all such employees are under bond.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

+3

September 29, 1919.

Mr. Fred D. McCracken,
Operating Representative,
Truxton, R. F. D.,
Portsmouth, Va.

SUBJECT: RENTAL DUE FROM TENANTS

Dear Sir:

Would like to have you consult with the Commandant of the Navy Yard, where the tenants of your project are employed, and see if some arrangement cannot be made whereby, when the tenant becomes delinquent, you can notify the Commandant and see if he could not give them some kind of official notice that their house rent must be paid. I believe if a notice of this kind could be arranged, it would assist you greatly in collecting unpaid rents.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

Truxtun,150-C-Sept. 27, 1919

~~CRADOCK, VA.~~

#3

SEP 29

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.C.,
Department of Labor
Washington, D. C.,

Subject:-Ejection of Tenants for non-payment of rent.

Dear Sir:

The following tenants were ejected during this week for non-payment of rents:

Cofield, 82 Manly St., Sailor,	$18 houses,	$21.60
Richard Powell, 3 Dewey St.,	" "	$21.60
Harris, 60 Hobson,	$19 "	$ 7.62
Pittman, 7 Hobson	" "	$89.10
		$138.92

Cofield was formerly a sailor and had been out of work and promised to pay up in full by the 15th but failed to do so and re-enlisted and left his wife.

Powell also had been out of work but promised to pay up by the 15th.

Harris has been rather a disturbing element or undesirable. He and his wife got to fighting and was ejected.

Pittman moved in the first of April; paid his rent at five dollars at a time; got sick and Mr. Cover, formerly in charge of Truxtun, carried him during his illness. He made no attempt to pay up the back rent or to pay current rent. He had a big family. However, he made all sorts of promises but gave him the limit and he failed to pay up. The house is in bad condition. However, we are cleaning it and will have it ready for occupancy next week.

It is regretted that under the law here you cannot hold any furniture for rent in arrears. Most of them moved in without any furniture, purchasing the same from installment houses. The four ejected came in under Mr. Cover. I have used caution in selecting tenants since I have been in charge, instructing all that rents must be paid promptly. I am keeping strongly after them and believe we will have no trouble at all hereafter.

Very respectfully,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

3

July 28, 1919.

Mr. F. D. McCracken,
Operating Representative (Truxton),
U. S. Housing Corporation,
Box 761,
Portsmouth, Va.

Dear Sir: SUBJECT - ACCOUNTING

In conference with Mr. I. E. Macomber, Vice-President of the Corporation, it has been decided that the accounts of Truxton will be kept at the Cradock office, under the supervision of Thomas Cahill, the Operating Representative. The system as outlined by the Corporation in keeping complete record of moneys received and paid out require the services of an expert accountant, and we feel it would not be advisable to place a high-priced accountant at Truxton for the few houses we have there.

As you make your collections, arrange to turn these over to Mr. Cahill, taking a receipt for same. Under this arrangement it will not be necessary for you to hire any high-priced office help. Would like to have your idea now that the bookkeeping is eliminated from your project, as to just what assistance you would desire. I would think that a young lady would probably be all that is necessary for you. The requirements would not even be that she be a stenographer - just some one that would be at your office when you are out on the project.

I would like to hear from you further in this matter before you engage the services of any one.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

3

July 28, 1919.

Mr. Thomas Cahill,
Operating Representative (Cradock)
U. S. Housing Corporation,
Box 761,
Portsmouth, Va.

SUBJECT - ACCOUNTING AT TRUXTON

Dear Sir:

You will note by the attached letter we are sending Mr. McCracken today, that Mr. Macomber has decided that the accounting of Truxton must be under your charge, as this will eliminate the high-priced accountant at the Truxton office.

Please carry out these instructions and have Mr. McCracken, as he collects the rents, arrange to turn them over to your office, on receipt of same giving him an official receipt for all moneys received, using the greatest care in this matter.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

3

July 28, 1919.

Mr. Lewis C. Brown,
President,
Mutual Savings Bank,
Portsmouth, Va.

SUBJECT - COLLECTION OF RENTS--TRUXTON

Dear Sir:

Note carefully your letter of July 25th, in reference to the Corporation making deposit of their rents in your bank. I have referred this matter to our Treasurer.

We have appointed Mr. F. D. McCracken, as Operating Representative, to look after the Truxton project, and at the time he was in Washington, he was to give us additional information in reference to depository for the Truxton funds. Up until this time we have not heard from him, in this matter.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

Truxtun

July 25th, 1919.

Mr. F. D. McCracken,
Portsmouth, Va.

Dear Sir:-

Have noted your letter of July 23rd and desire that you place in effect at once to allot no houses unless there has been a payment made on same. Or in other words when a house is allotted to a prospective tenant, he must make substantial payment on the rental and that the rental must start from the day the lease is dated and signed.

Desire that you place this in effect at once as the Corporation will not reserve houses. When lease is signed and house is ready for occupancy, rental must be paid from that date.

Yours very truly,

UNITED STATES HOUSING CORPORATION,

WILLARD HOWE,
Manager Operating Division

Truxton #3

July 24th, 1919.

Mr. F. D. McCracken, Operating Representative,
Box 761, Portsmouth, Va.

Dear Sir:-

Have noted your communication of July 22nd requesting notices to be printed, notifying them to call at your office and pay their rent.

As your project only contains 250 houses, I wish to impress upon you that this is a very poor business arrangement and I do not approve of using a system of this kind.

You have sufficient time to come in personal contact with each of your tenants and you only have a very small number of them who do not pay their rent when they receive their pay from their employer. The fewer letters you send to your tenants the more successful you will be in the operation of Truxton and the personal contact will bring you success as an Operating Representative.

Yours very truly,

UNITED STATES HOUSING CORPORATION,

WILLARD HOWE,
Manager Operating Division

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
HAMPTON ROADS DISTRICT
~~NORFOLK, VA.~~

JUL 24 1919
Howe

Truxtun-Project-150-C.
July 22, 1919

Mr. Willard Howe, Mgr. O. D., U. S. H. C.,
U. S. Dept. of Labor, Washington, D. C.,

m:Fred D. McCracken, O. R., Truxtun-Project-C.

ject:Printing supplies:

ase have printed in blocks for use of Project-150-C, Truxtun, Va.,
following:

---Mr. _____

Address_____ _____ _____

Please call at once to the Office of the Town Manager

_____
Town Manager, Truxtun, Va.

--------Mr. _____

Address _____

Your rent is in arrear $_____

It is important that you pay same without delay.

_____
Town Manager, Truxtun, Va.

pectfully submitted

Fred D. McCracken
Fred D. McCracken, O. R., U.S.H.C.
Truxtun Project-150-C

Copy to Mr. Howe

#15

Feb. 21st, 1920

Mr. Fred D. McCracken,
Special Disbursing Agent,
U. S. Housing Corporation,
Truxton, Portsmouth, Va.

Dear Sir:

Replying to your favor of the 19th inst., regarding repairs on Truxtun houses - beg to advise you that this work is to be done by Mr. Stenhouse, keeping the expenses, including payrolls for Truxtun, separate from those at Cradock. Mr. Beach, Special Disbursing Agent at Cradock, having a Revolving Fund for the purpose of carrying on similar work at Cradock, will pay these expenses out of his fund, and we have so written to Mr. Beach today.

These accounts should, in no way, be confused with your operating accounts - nor should any payment covering these authorized repairs be made out of your appropriation.

We are enclosing herewith blank forms for bonds, to be made out in accordance with bulletin heretofore issued. We have no blank applications, but presume the form of the bond is what you require.

Yours truly,

UNITED STATES HOUSING CORPORATION

L. E. REED
Chief Traveling Auditor

LER/CT

Copy to Mr. Howe

Truxtun #5

Feb. 21, 1920

Mr. H. L. Beach,
Special Disbursing Agent,
U. S. Housing Corporation,
Portsmouth, Cradock, Va.

Dear Sir:

We are enclosing herewith copy of requisition #1183, which covers certain repairs at Truxtun, Va., such repairs not to exceed $550.00.

We are also enclosing check for that amount, which will increase your present Revolving Fund.

This work, we understand, is to be done by Mr. Stenhouse; he should, therefore, submit to you, for payment, invoices and vouchers for both Cradock and Truxtun - being careful, in every instance, not to confuse the two - i.e., the Truxtun payroll should be an entirely separate transaction from the Cradock payroll, and the same being true as to the purchase of materials.

The check enclosed herewith will make your Revolving Fund $1050, which we trust will be sufficient.

Yours truly,

UNITED STATES HOUSING CORPORATION

L. E. REED
Chief Traveling Auditor

LER/CT

Mr. Howe

5

OFFICE MEMORANDUM.

FROM: Chas. P. Chase, Chief, Engr.-Const. Div.
TO: W.L. Solean, Comptroller.
DATE: Feb. 13, 1920.

SUBJECT: Truxtun Repairs, Requisition #1183.

Will you please make arrangements to place at the disposal of the proper representative at Cradock or Truxtun, the sum of $550.00, as called for by Requisition #1183, passed Jan. 10th, for the repair of roofs at Truxtun, said work to be carried on under the direction of the supervisor of this work, Mr. Robt. Sterhouse.

CPC:JCV.

Cc to
Mr. Brigham.
Mr. Howe.

February 7, 1920.

Mr. F. D. McCracken,
Operating Representative,
Truxtun, Va.

Dear Sir:

Note your letter of February 5th, in reference to the damage done by the continual downpour of rain to the houses of Truxtun. I hope that you will confer with Mr. Hardendorf and Mr. Parkhurst in reference to the necessary repairs; also please inform them just the balance of the appropriation that you have available, and find out from them if it would be advisable to have this work done and charged to the appropriation, having in mind that the houses will be sold within the next sixty days.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

MEMORAN

5

December 17, 1919.

Mr. F. D. McCracken,
Operating Representative,
Truxtun, Va.

Dear Sir:

Note your letter of December 16th in reference to the conditions of the houses on your project after the severe rain storm. I note that you state that a good coat of painting is what is necessary to correct the leaks around the windows. I would advise that you confer with Mr. Hardendorf at once and have him make the recommendations in reference to this matter.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

H. B. 41

MEMORANDUM

U. S. DEPARTMENT OF LABOR

UNITED STATES HOUSING CORPORATION

To Chase From Howe

Subject Houses you gave me
issue orders to have stove
+ hot water tank placed in 2nd floor
as we desire to use first floor as
office

Date to come up Have OK

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

~~Truxtun, R.F.D.~~, Portsmouth, Va.,
Oct. 2, 1919 ~~CRADOCK, VA.~~

5
13
Howe

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.C.,
Washington, D. C.,

Dear Sir: Subject:-Remodelling Vick Store building.

You may recall our conversation relative to the Old Vick Store building located on Deep Creek Bvd and Key Road and it was agreed that the down stairs apartment was to be used exclusively as the office of the U. S. Housing Corporation and the up-stairs apartment for living rooms. There are three rooms down stairs, viz: the store apartment, middle room and a kitchen. The store apartment would give us room for public office, the middle room for private business or for the book-keeper, and the back room to be used for a store room. Mr. Stenhouse informs me that his orders are to put the cook stove in the back room or kitchen and this will make it necessary for the tenants living up stairs to either come through our private office to reach the kitchen or exclude us from using the middle room as a private office. It is absolutely necessary for us to have a ~~little~~ private office, as you realize.

I suggested to Mr. Stenhouse that it would be best for the cook stove or kitchen to be placed up stairs. There are four rooms up stairs with bath and would make it an ideal apartment. It would be impossible to rent the up stairs under the present plans.

I trust that it will be possible to have the original plans carried out, the down stairs being used as our office and the up stairs as living apartments. All that would be necessary now would be to have the cook stove and hot water tank moved up stairs.

Very respectfully,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

Transfer
5-
KH/3

Oct. 4, 1919.

Robt. H. Stenhouse, Asst. Works Supt.,
% U.S. Housing Corporation,
P.O. Box 759,
Portsmouth, Va.

Dear Sir:-

The Operating Division wish to use the first floor of the old Beck store building as an office, and for this reason the Operating Division requests that the stove and hot water tank be placed on the second floor. Will you please place them there accordingly.

Yours very truly,

UNITED STATES HOUSING CORPORATION.

Chas. P. Chase,
Chief, Engr.-Const. Div.

CPC:JCV.

Cc to
Mr. Willard Howe.
Mr. Fred D. McCracken.

the school district takes care of the educational service.

Upon the receipt of this letter if there is anything further that you care to discuss, I shall be very glad to have you get in touch with me by long distance telephone.

Very sincerely yours,

Irving E. Macomber,
Vice President.

Thorman
Mason
Graham
Whitehurst

X 2

OFFICE MEMORANDUM

TO: MR. L. E. REED, Chief Traveling Auditor
FROM: WILLARD HOWE, Mgr. Operating Division
DATE: January 14, 1920.

SUBJECT: RENTAL COLLECTIONS - TRUXTUN, VA.

In order to make the appraisal complete of the houses owned by the Corporation at Truxtun, the Operating Division furnish furnish the total receipts received from rental of the Corporation properties at Truxtun, from the beginning of operation to December 31, 1919. Would it be possible for you to furnish me with this information; this is to be attached to the appraisal.

For your additional information, please find attached statement received from Mr. F. D. McCracken, Operating Representative, of rentals received from July 17 to December 31, 1919.

WILLARD HOWE
Manager - Operating Division

WH RH

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

#2
X #13

Received at
U. S. HOUSING CORPORATION
11-10
Referred to
Howe

Truxtun, RFD., Portsmouth, Va., Nov. 8, 1919
CRADOCK, VA.

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.C.,
Washington, D.C.,

Dear Sir:

Subject:-Rental of apartments and stores.

The living apartments over the stores are of three rooms and ~~and~~ bath. The inside apartments rent for $12.00 per month. There are two inside apartments; there are two outside apartments, renting for $13.50 each per month.

In considering the rents for the apartments we took into consideration the rent placed on double houses, five good size rooms and bath renting for $16 per month ~~xxxxx~~ a side.

There are four stores in number. The inside stores rent for $22.50 each per month. The corner or outside stores, two in number, rent for $25 per month each.

In considering the rents for the stores, we considered the rent placed on the Cradock stores, the competition the merchants would have with stores now in operation within a few blocks of the Truxtun stores. We also talked with the men who were applicants for the stores. After taking these factors in consideration, I talked with Mr. Cahill about the rents for the stores and apartments and he agreed with me that the schedule of rents as placed by me were reasonable to all concerned.

You may recall your suggestion to me that I take up these matters with Mr. Cahill.

Very respectfully,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

CLASS OF SERVICE	SYMBOL
Day Message	
Day Letter	Blue
Night Message	Nite
Night Letter	N L

If none of these three symbols appears after the check (number of words) this is a day message. Otherwise its character is indicated by the symbol appearing after the check.

WESTERN UNION TELEGRAM

NEWCOMB CARLTON, PRESIDENT — GEORGE W. E. ATKINS, FIRST VICE-PRESIDENT

CLASS OF SERVICE	SYMBOL
Day Message	
Day Letter	Blue
Night Message	Nite
Night Letter	N L

If none of these three symbols appears after the check (number of words) this is a day message. Otherwise its character is indicated by the symbol appearing after the check.

RECEIVED AT COMMERCIAL NAT'L BANK BLDG., 14th & G STS., N. W. WASHINGTON, D. C. ALWAYS OPEN

Received at U. S. HOUSING CORPORATION 1919 NOV 8 PM 4 19

NOV 8 - 1919

Referred to Howe

FILE

A358RD 56 GOVT

PORTSMOUTH VA 404P 8

WILLARD HOWE 1884

US HOUSING CORPN 13 AND F ST WASHINGTON DC

LIVING APARTMENTS OVER STORES THREE ROOMS AND BATH TWO AT TWELVE EACH TWO AT THIRTEEN FIFTY EACH STORES INSIDE STORES TWO TWENTY TWO FIFTY EACH TWO OUTSIDE STORES TWENTY FIVE EACH ABOVE SCHEDULE PLACED BY MR CAHILL AND MYSELF

F D MCCRACKEN OPERATING REPRESENTATIVE.

Truxton

2

Willard Howe, Mgr.
Operating Division

#2

November 6, 1919.

Mr. F. D. McCranken,
Operating Representative
U. S. Housing Corporation,
~~Truxton Bldg.,~~
~~Portsmouth, Va.~~

ADVISE AT ONCE BY WIRE IF HOUSE FORMERLY USED FOR OFFICE WILL BE READY FOR RENTAL NOVEMBER FIFTEENTH

WH RH

WILLARD HOWE

Original filed in 13

COPY

#2

October 21, 1919

Mr. F. D. McCracken,
Operating Representative,
Truxtun, Va.

SUBJECT: STORES & APARTMENTS

Dear Sir:

I note by your report that you are still reporting the four stores and apartments above as unoccupied, When do you expect to get these ready for tenants? Is the correct monthly rental for the four apartments $51.00, and the stores $95.00?

Please reply to this at once.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

#2

OFFICE MEMORANDUM

FROM: I.E.Macomber, Vice President

TO: W.Howe, Mgr. Operating Division

DATE: Oct. 1, 1919

SUBJECT: Board of Survey, Truxton, Va.

Replying to your memorandum of Sept. 29, 1919, with its attached memorandum from Fred D. McCracken, Operating Representative at Truxton, I am very glad to approve the nomination of Mr. A.L. Lomax and Mr. Jesse L. Jones to represent the Truxton community on the Board of Survey.

I am writing a letter to Mr. Thomas H. Shallcross, submitting these names to him, so that he may complete the personnel of the Board of Survey for Truxton without delay.

Irving E. Macomber

Vice President.

#2

X#2

OFFICE MEMORANDUM

TO: MR. I. R. MACOMBER, Vice-President
FROM: WILLARD HOWE, Manager Operating Division
DATE: SEPTEMBER 29, 1919.

SUBJECT: APPRAISAL BOARD - TRUXTON, VA.

I submit herewith the attached memorandum received from Fred D. McCracken, who has today, September 29th, conferred with Dr. George E. Haynes, Director of Negro Economics, Department of Labor, Washington, D. C., who approves of the two men, mentioned below, to be appointed on the Appraisal Board:

Rev. A. L. Lomax, Resident of Truxton, and employee of the Navy Yard -

Mr. Jesse L. Jones, Secretary & Treasurer of the Wide Water Savings & Trust Company of Norfolk, but a resident of Portsmouth -

I would recommend that these men receive the appointment on serve on the Appraisal Board of Truxton.

Willard Howe
Manager - Operating Division

WH RH

#2

OFFICE MEMORANDUM

TO: WILLARD HOKE, Manager Operating Division
FROM: FRED D. McCRACKEN, Operating Representative - Truxton, Va.
DATE: SEPTEMBER 29, 1919.

SUBJECT: APPRAISERS FOR TRUXTON, VA.

In conference with Dr. George E. Haynes, in reference to two negroes being appointed as members on the Appraisal Board for Truxton, he has approved the following two men to be members on this Board:

Rev. A. L. Lomax, Resident of Truxton, and Employee of the Navy Yard -

Mr. Jesse L. Jones, Secretary & Treasurer of the Tide Water Savings & Trust Company of Norfolk, but a resident of Portsmouth -

While I believe the original understanding was to have two residents of Gradock on the Board, Dr. Haynes was of the opinion that far better results would be obtained by having Mr. Jones a member on this Board, as he is thoroughly familiar with conditions existing in the Negro and Hampton Roads District.

I would strongly recommend the appointment of the above named men as members of the Truxton Appraisal Board, who also receive the approval of Dr. Haynes, Director of Negro Economics.

Fred D. McCracken,
Operating Representative

RH

#2

September 16, 1919.

Mr. F. D. McCracken,
Truxton, R. F. D.,
Portsmouth, Va.

SUBJECT: BOARD OF SURVEY - TRUXTON, VA.

Dear Sir:

In conference with Mr. I. E. Macomber, Vice-President of the Corporation, with reference to the appraisal of the property owned by the Corporation at Truxton, Mr. Macomber suggests that it would only be advisable to have two workers of the Navy Yard, who are occupants of the houses at Truxton, serve on the Board, as that is the plan suggested by Secretary Wilson, of the Department of Labor. Of course, you realize these names, even after these men are elected, must later be approved by Secretary Wilson.

Would suggest that you at once confer with Dr. George E. Haynes, Director of Negro Economics, in reference to picking out the two men who, who through Dr. Haynes and yourself, feel would be the best representatives of the Negro race.

Apparently, from your letter of September 9th, the names of William Jennings and Louis C. Brown, do not seem to be residents of Truxtem, but personally, I would be heartily in favor of seeing Rev. A. S. Lomax, who is a resident of Truxton, serve on this Board. I would request that you at once confer with Dr. Haynes before anything definite is done. After this suggestion is carefully gone over by you and Dr. Haynes, I would think that the most advisable plan would be for all the residents of the Truxton houses elect the two best men, who should meet with the approval of Dr. Haynes and yourself.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

#2

UNITED STATES HOUSING CORPORATION

Office Memorandum

FROM: Irving E. Macomber, Vice President

TO: Willard Howe, Manager Operating Division

DATE: September 13th, 1919.

TRUXTUN, VA. - BOARD OF SURVEY.

I have read with a great deal of interest the attached letter addressed to you under date of September 9th, 1919, by Fred D. Mc Cracken, Operating Representative at Truxtun, Va., proposing that three competent negroes be appointed to the Board of Survey for the project.

The members of our Boards of Survey have never exceeded five in number, and I doubt very much the propriety and advisability of giving to the negroes a majority representation on the Board. The names submitted by Mr. McCracken semm to be most excellent, and I personally should have a great deal of confidence in any judgment that they might express.

Since we have openly advocated, however, a certain policy in respect to the representation of labor on the Boards for both Cradock and Truxtun, it seems to me highly desirable, if negroes are to serve on the Board, that they be elected by the negro workers of the Navy Yard living in Truxtun. I would suggest for your consideration therefore, that the names of William Jennings and Levi C. Brown be favorably entertained, in the hope that these men may be nominated for the Board in accordance with our general plans, by the Navy Yard workers of Truxtun.

It seems to me that we shall for various reasons be obliged to appoint at least three experts on this Board, and I am inclined to think that the experts on both the Cradock and Truxtun Boards should be the same men, and because of the peculiar character of the situation at Both Cradock and Truxtun I am inclined to believe that we should have two experienced realtors and one engineer of note to constitute the experts for the Hampton Roads District.

Possibly Dr. George E. Haynes, Director of Negro Economics, may be able to assist Mr. McCracken in securing the nomination of Messrs. Jennings and Brown by the occupants of our houses at Truxtun. Naturally, the Board of Survey would call upon Mr. McCracken for the same general kind of service that we expect Mr. Cahill to furnish the Cradock Board at Cradock.

You will of course acknowledge Mr. McCracken's letter in a general way and so far as possible consult with him in respect to the situation there by telephone or through a personal interview. I believe the point raised by Mr. McCracken to be worthy of the most serious consideration.

Irving E. Macomber
Vice President.

Enclosure

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

Truxtun-Project-150-C
Sept. 9, 1919

CRADOCK, VA.

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.C.,
Department of Labor
Washington, D. C.,

(Subject-Appointment of Negro Appraisors for Truxtun)

Dear Sir:

I am strongly of the opinion that it would be to the best interest of the Housing Corporation to have at least three competent Negroes of this vacinity to act with your Board of Appraisors in the valuation of the Truxtun project.

As you may know there is a wide difference of opinion between the White people and Negroes as to the value of real estate in a block, section or community wherever Negroes reside. By the appointment of three Negroes to act with the Appraisors would give the Housing Corporation the view point of the Negro in their deliberations and consideration of Truxtun.

Also, the Negroes throughout the country recognizes Truxtun as their particular project from a racial view point and not as a local project wholly at or near Portsmouth or in the State of Virginia. So the interest of Truxtun is nation-wide as considered by Negroes.

Negro newspapers and magazines are weekly writing about Truxtun and many Negroes of note are daily visitors at the project. On Saturday next we are informed that Mr. Armond Scott, Grand Exaltered Ruler of the Negro Elk Lodge of the country with his Grand Lodge Officers will make a visit here. By having three Negroes appointed to assist or give advice to the Appraisors would assure the Negroes throughout the country that whatever valuation might be of Truxtun houses and the purchase terms decided upon, were fair and just because their own people assisted in the matter.

I note from the public press of Sunday last that certain tenants of Cradock would assist the Board of Appraisors in the valuation of the Cradock project. So I beg leave to submit the following Negroes for appointment to cooperate or give advice to the Board of Appraisors in appraising Truxtun property for approval of Dr. George E. Haynes, Director of Negro Economics and the Secreta ry of Labor. The men are local men and I believe are personally acquainted with Dr. Haynes and have knowledge of real estate values in this locality:

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

Truxtun-Project-150-C
Sept. 9, 1919

SubjectNegro Appraisors for Truxtun. CRADOCK, VA.,

WH-p-2"

Rev. A. S. Lomax, 41 Manly St., Truxtun, Va.,Chairman of Town Committee on Law and Order and an employee of the Navy Yard.

~~Xxxxxxxxx~~
Wm. Jennings, 710 London St., Portsmouth, Va., Accountant in Navy Yard, Chairman of the Negro Workers Advisory Committee, of the Dept. of Labor for Norfolk County, Va., and a prominent social service worker among Negroes in Portsmouth and vacinity and personally and vitally interested in welfare of Truxtun. He also enjoy a big following in Navy Yard.

Levi C. Brown, Pres. Mutual Savings Bank, Portsmouth, Va., or Jessie L. Jones, Secretary-Treasurer of Tide-Water Trust Company, of Norfolk, Va., but resides in Portsmouth and has long been identified with community betterment as to Negroes in the Tide-water District.

Of course, I would be at hand to lend whatever assistance my be required of me.

Very respectfully,

Fred D. McCracken

Fred D. McCracken,
Operating Representative,

#2

OFFICE MEMORANDUM

FROM: John C. Prior, Chief Cost Engineer
TO. Willard Howe, Manager, Operating Division
DATE: June Twelve, Nineteen Nineteen.

SUBJECT: Rental for Stores & Apartments at Cradock & Truxtun.

Answering your memorandum of even date concerning the rentals of the stores and apartments at Cradock and Truxtun, attached to which are letters from Mr. Cover, Town Manager, allow me to say that the cost of the stores and apartments, as stated by Mr. Cover, are in accordance with our estimates.

The cost of the land, as stated by him, is probably too low at Cradock, and also he has omitted the utilities which amount to about twelve or fifteen hundred dollars for each store and apartment.

If the excess war cost is written off somewhat in accordance with the writeoff previously used for the houses, the figures will return to approximately those used by Mr. Cover; hence, his suggested rents are nearly correct; probably as good as any figure we might get up.

I therefore approve the rents, as suggested by Mr. Cover, and return his letters attached hereto.

JCP/MB

#2

CROSS INDEX SHEET

FILE --- Truxton #2

ORIGINAL FILED UNDER --- Cradock #2

DATE --- April 2, 1919

FROM --- T. G. Corr.

TO --- W. Hom

SYNOPSIS

Letter.

Rental appraisement committee from Portsmouth working and from all indications all work in field will be completed by April 3: Completing all work by April 4th.

On Tues April 8 the Com. will meet with Messrs. Clark, Fansten and Collins for final agreement.

#1124

#2

Original filed in Truxtun #6

COPY TELEGRAM

APRIL 1 1919

WILLARD HOWE

WASHINGTON D C

NEED SEVEN HUNDRED FIFTY TEN FLUE COVERS TRUXTUN. HOUSES BEING OCCUPIED . FIRE RISK WITHOUT THEM SEE WRIGHT . APPRAISAL COMMITTEE WORKING . READY FOR BALIMORE AND RICHMONDM MEN MONDAY . WILL VISIT WASHINGTON SATURDAY WIRE IF YOU WILL BE THERE

F G COVER.

#2

CROSS INDEX SHEET

FILE --- Truxton #2

ORIGINAL FILED UNDER --- Cadwick #2

DATE --- March 15, '19

FROM --- F. G. Cover

TO --- W. Ham

SYNOPSIS

Letter + enclosure

Concerning rental appraisals for Truxton

Semi-detached houses — $17.00

Detached houses on 28' foot lot 18.00

" " " 40 " " 19.00

2 " " " 54 " " 20.00

Signed by

Conn.

#1124

#2

U. S. HOUSING CORPORATION

OPERATING DIVISION.

March 13 '19

F. M. Weakley, Works Supt.

F. G. Cover,
Town Manager.

Hegeman-Harris Co., Contractor.

TRUXTON

Type of House	No. of Rooms	No. of Houses	Rental	Remarks
A	5 & bath	11	$18.00	Detached
B	"	25	18.00	"
C	"	11	18.00	"
D	"	25	18.00	"
E	"	52	16.00	Semi-detached
F	"	12	18.00	Detached
F	"	1	19.00	"
G	"	23	18.00	"
H	"	11	18.00	"
I	"	20	18.00	"
J	"	31	19.00	"
J	"	2	20.00	"
K	"	26	19.00	"
S	"	1	18.00	"
Y	"	1	18.00	"

Original file in Archives #2

March 11, 1919.

MR. WILLARD HOWE
MANAGER OPERATING DIVISION, U. S. HOUSING CORPORATION
613 G. Street, N. W., Washington, D. C.

APPRAISAL COMMITTEE NORFOLK REAL ESTATE EXCHANGE CONSISTING OF SEVEN MEMBERS STATE CHARGE WILL BE AT RATE OF THREE HUNDRED AND FIFTY DOLLARS PER DAY. IT WILL REQUIRE MINIMUM FIVE DAYS MAXIMUM SEVEN DAYS TO COMPLETE WORK. THIS RATE CANNOT BE REDUCED. UNLESS ORGANIZED APPRAISAL COMMITTEE IS ESSENTIAL RECOMMEND AUTHORITY TO APPOINT COMMITTEE PORTSMOUTH REAL ESTATE APPRAISERS. WIRE INSTRUCTIONS.

F. G. COVER

TOWN MANAGER

WESTERN UNION NO. 239210

U.S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
613 G Street Northwest P. O. Box 1903
Washington, D. C.

#2 Transfer

February 14, 1919.

REPORT:
FROM: F. J. Warne, Manager, Industrial Relations Division.
TO: Willard Howe, Manager, Operating Division.

SUBJECT: Rentals at Portsmouth Navy Yard, Portsmouth, Va., on Housing Corporation Houses Based on Wages of Employees of the Navy Yard Likely to Occupy the Houses.

In compliance with your request I am transmitting herewith a report by the Industrial Relations Division on rentals at Portsmouth Navy Yard, Portsmouth, Va., based on ability of probable occupants to pay, as determined by wages received.

The housing development for employees of the Navy Yard consists of two model towns, Cradock, Va., to be inhabited by the white employees, and Truxton, Va., which is a mile and a quarter from the Navy Yard, to be inhabited by colored employees. This report will treat each model town and its probable occupants separately, with also a distinct analysis for those employees who are office workers.

Dates 7 Feb 14 ~~Cradock, Va., for Whites.~~

~~An~~ The report of the examination of the pay roll of the Navy Yard, ~~which~~ the Navy Yard has in its employment 4,929 white people, exclusive of the 480 office workers, furnishes the following information:

.01%	of	the	men	earn	from	$15-$20	weekly;	can	pay	rental	of $16.00
19%	"	"	"	"	"	$21-$25	" ;	"	"	"	" $18.00
5%	"	"	"	"	"	$26-$30	" ;	"	"	"	" $22.00
16%	"	"	"	"	"	$31-$35	" ;	"	"	"	" $27.50
52%	"	"	"	"	"	$36-$40	" ;	"	"	"	" $30.00
8%	"	"	"	"	over	$40	" ;	"	"	"	"$35 or over.

It follows that 76 per cent of these white employees, or approximately 3,736, can afford a minimum rental of $27.50 per month. Since housing accommodations for 562 families only have been planned--there are in addition 104 apartments and 93 ready-cut bungalows--, it will be seen that there are many more men with ability to pay $27.50 and over than there are houses or apartments. Using the absolute numbers representing the above percentages, we have the following:

792	men	can	afford	to	pay	$27.50	per	month.
2,549	"	"	"	"	"	$30.00	"	"
395	"	"	"	"	"	$35.00	"	"

A statement follows showing these 3,736 men divided as to wage in relation to the total white employees, with num-

make inquiry of the Industrial Relations Bureau of the U.S.H.C. for figures

ber in each able to pay the respective rental:

Company	Total White Men Employed	Wages Earned Per Week $31-$35	$36-$40	Over $40
Portsmouth Navy Yard	4,929	792	2549	395
Percentages of total:	100%	16%	52%	8%

Approximately one-fourth of the total number of 4,929 employees whose weekly wages were ascertained do not earn a sufficient wage to permit them to rent any of the houses if a minimum rental of $27.50 is established. Of these 1,193 men for whom provision has not been made, 247, or 5% of the total, earn between $26 and $30 a week; 939, or 19% of the total, earn from $21 to $25 a week; and 7, or one one-hundredth of one per cent of the total, earn from $15 to $20 weekly.

The above information is tabulated in the following form:

Company	Total White Employed	Wages Earned Per Week $15-$20	$21-$25	$26-$30	$31-$35	$36-$40	Over $40
Portsmouth Navy Yard	4,929	7	939	247	792	2549	395
Percentages of total:	100%	.01%	19%	5%	16%	52%	8%

Regrouping this information according to specified rentals the following important statistical results are obtained: (Exclusive of the 104 apartments and 93 ready-cut bungalows)

Houses, Rentals and Possible Occupants - Portsmouth, Va.

Rentals	No. of Houses	Possible Occupants		Company
$20	12			Ports-
$22	72 approx.	247	5%	mouth
$23	6			Navy
$24	52 "			Yard
$25	30			
$26	16 "			
$27	80	792	16%	
$29	250	2549	52%	
$31	32	395	8%	
$33	12			

In brief, the above data indicate that many more are amply able to pay the $27.50-$33 a month rental than there are houses or apartments to be rented at these proposed rates.

Land was purchased to accommodate not only what is being built but there is sufficient for at least 100 more houses.

nine lots and 8½ acres were acquired at a cost of $43,630. This property is sufficiently large to add to the present development.

Truxton, Va., for Colored People

An examination of the pay roll of the Navy Yard which has in its employment 2,086 colored people furnishes the following information:

1%	of the	men	earn	from	$15-$20	weekly;	can	pay	rental	of	$16.00
83½%	"	"	"	"	$21-$25	" ;	"	"	"	"	$18.00
3%	"	"	"	"	$26-$30	" ;	"	"	"	"	$22.00
9½%	"	"	"	"	$31-$35	" ;	"	"	"	"	$27.50
1%	"	"	"	"	$26-$40	" ;	"	"	"	"	$30.00
2%	"	"	"	"	over $40	" ;	"	"	"	"	$35 or over.

It follows that 12.5% of these colored employees, or approximately 268, can afford a minimum rental of $27.50 per month. Since housing accommodations for only 174 families have been planned, it will be seen that there are more men with ability to pay $27.50 and over than there are houses for. Using the absolute numbers representing the above percentages, we have the following:

198	men	can	afford	to pay	$27.50	per	month.
26	"	"	"	" "	$30.00	"	"
44	"	"	"	" "	$35.00	"	"

The following table indicates these 268 colored employees, in relation to total colored employees, with the number in each able to pay the respective rentals:

Company	Total Colored Employees	Wages Earned Per Week $31-$35	$36-$40	Over $40
Portsmouth Navy Yard	2,086	198	26	44
Percentages of total:	100%	9½%	1%	2%

Approxiamtely 87½% of the total number of 2,086 colored employees whose weekly wages were ascertained do not earn a sufficient wage to permit them to rent any of the houses if a minimum of $27.50 is established as the lowest rental. Of these 1,818 men for whom provision has not been made, 62, or 3% of the total, earn from $26 to $30 weekly; 1,743, or 83½% of the total, earn from $21 to $25 a week; and 13, or 1% of the total, earn from $15 to $20 per week.

The above information is tabulated in the following form:

Company	Total Colored Employees	Wages Earned Per Week $15-$20	$21-$25	$26-$30	$31-$35	$36-$40	Over $40
Portsmouth Nagy Yard	2,086	13	1743	62	198	26	44
Percentages of total:	100%	1%	83½%	3%	9½%	1%	2%

Regrouping this information according to specified rentals the following important statistical results are obtained;

~~Truxton, Va. for Colored~~

Rentals	No. of Houses	Possible Occupants		Company
$16	20	13	1%	Portsmouth
$18	107	1,743	83½%	Navy Yard
$19	47	62	3%	

In brief, the above data indicate that there are more than ten times as many able to pay a rental of $18 a month than there are houses or apartments to be rented at these proposed rates.

Office Workers# (For Cradock, Va. -Whites)

An examination of the pay roll of the Portsmouth Navy Yard which employs 480 office workers furnishes the following information:

None	of	the	men	earn	from	$15-$20	weekly;	[can	pay	rental	of	$16.00]
41%	"	"	"	"	"	$21-$25	" ;	"	"	"	"	$18.00
14%	"	"	"	"	"	$26-$30	" ;	"	"	"	"	$22.00
9%	"	"	"	"	"	$31-$35	" ;	"	"	"	"	$27.50
12%	"	"	"	"	"	$36-$40	" ;	"	"	"	"	$30.00
24%	"	"	"	"	over	$40	" ;	"	"	"	"	$35 or over.

It follows that 45% of these employees, or approximately 214, can afford a minimum rental of $27.50 per month. Since these office workers will be assigned to the accommodations at Cradock, if they apply for housing, it is evident that there are many more able to pay $27.50 than there are accommodations for. The absolute numbers representing the above percentages are the following:

44 can afford to pay $27.50 per month.
57 " " " " $30.00 " "
113 " " " " $35.00 " "

The following table indicates these office workers, divided as to wage and the respective rental each are able to pay:

Company	Total Office Workers	Wages Earned Per Week $31-$35	$36-$40	Over $40
Portsmouth Navy Yard	480	44	57	113
Percentages of total:	100%	9%	12%	24%

Approximately 55 per cent of the total number of 480 office workers whose weekly wages were ascertained do not earn a sufficient wage to permit them to rent any of the houses if a minimum of $27.50 is established as the lowest rental. Of these 71, or 14% of the total, earn from $26-$30 a week; 195, or 41% of

#Including any women.

the total, earn from $21-$25 a week; there being no employees among the office force earning only $15 to $20 a week.

The above information is tabulated in the following form:

Company	Total Office Workers	Wages Earned Per Week				
		$21-$25	$26-$30	$31-$35	$36-$40	Over $40
Portsmouth Navy Yard	480	195	71	44	57	113
Percentages of total:	100%	41%	14%	9%	12%	24%

Regrouping this information according to specified rentals the following important statistical results are obtained:

Cradock, Va. Office Workers

Rentals	No. of Houses	Possible Occupants		Company
$20	12			Ports-
$22	72 approx.	71	14%	mouth
$27	80	44	9%	Navy
$29	250	57	12%	Yard
$33	12	113	24%	

X #2
Crupton

(C O P Y) Original filed in Cradock #2

CENTRAL LABOR UNION

Portsmouth and Vicintiy

Feb. 4th, 1919

Hon W. B Wilson,
Secty of Labor,
Washington, D.C.

Sir ;

Herewith enclosed, for your information are copies of letter and schedule of rates, forwareded to Otto M. Eidlitz, President of the U.S. H.C., Washington, D.C., which are self-explanitory.

Respectfully

(Signed) C.D. LAMSON, Secty.

Enclosured -2

Copy - Original filed in Cradock) #2 Feb. 15th, 1919 X #2 Truxton

PORTSMOUTH NAVY YARD

Cradock, (White)

	Nol of Houses.		Monthly rent.
	12	$20.00	$20.00
Approx.	72		22.00
	6		23
Approx.	52		24
	30		25
Approx.	16		26
	80		27
	250		29
	32		31
	12		33
	562		

Exclusive of 104 apartments,
$18.00 inside
20.00 outside

and

24 and 69 Ready Cuts
24 furnished @ $30.00
69 " @ 20.00

Truxton, Va. (Colored)

5 rooms	20	semi detached	$16.00
5 "	107	detached , 28' lot	18.00
5 "	47	40' "	19.00
	174		

About 50 houses added February 1919

Feb. 15th, 1919

ABSTRACT OF REPORT ON RENTS
By
Wm. G. Sirrine, Dist. Mgr. Operating Div.

Craddock (White)

Houses	Type	Suggested	Fixed
30	B 5 room detached	25.00	26.00
250	C 6	27.50	29.00
32	D 7	30.00	31.00
12	E 8	32.50	33.00
32	F 4 semi detached	20.00	22.00
32	G 5	22.50	24.00
80	H 6	25.00	27.00
18	J 4 inside row	17.50	20.00
	5 end "	20.00	23.00
68	5 inside "	18.50	22.00
	6 "	20.00	24.00
8	6 end	22.50	26.00

Truxton (colored)

107	5 detached 28' lot	18.00	18.00
47	5 40" "	20.00	19.00
20	5 semi detached	16.00	16.00
174			

(Copy, original filed in Cradock)

X # 2
Truxton

D D M M Y (original filed in Cradock) # 2

TO: Mr. W.G. Sirrine,
FROM: Mr. F.R. Howe
DATE: Jan. 24th, 1919

Listing rentals as approved by Mr. Eidlitz for houses at Cradock and Truxton

Cradock
****

Truxton

5-room detached houses on 28' lots		$18.00
5- " " " " 40' "		19.00
5- " semi detached" houses		16.00

x ~~#~~ 2
Truxton

DUMMY

(Original is filed in Cradock) #2

FROM: Mr. Robinson

TO: Mr. Eidlitz

DATE: Jan. 22nd, 1919

SUBJECT: Rentals at Cradock and Truxton - Hampton Roads Dist.

Recommendations for rentals at Truxton:

	Mr.Sirrine & Cover	Mr. Partridge
5-room detached house on 28' lot	$18.00	18.00
5 " " " " 40' "	20.00	19.00
5 " semi-detached " "	16.00	16.00

x#2
Truxton

D U M M Y (original filed in Cradock folder) #2

RENTALS OF HOUSES AT CRADOCK AND TRUXTUN, VA
January 20, 1919

Attaching list of "Authorities for Rental Figures at Cradock and Portsmouth, V

4

October 7, 1919.

Mr. F. D. McCracken,
Operating Representative,
Truxton, R. F. D.,
Portsmouth, Va.

SUBJECT: DEFECTS IN HOUSES

Dear Sir:

At the earliest possible date, will you write me fully in reference to the defects that you have found in the construction of the houses on the projects you are looking after?

As you are familiar with the many difficulties, such as trouble with the interior of the houses, trouble with the roofs of the houses, and in the cellars, and as we desire to compile this information, hope that you can give in detail your experience.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

#4

CROSS INDEX SHEET

FILE --- Truxtun, Va, # 4

ORIGINAL FILED UNDER --- Truxtun #3

DATE --- September 27, 1919

FROM --- Fred D. McCracken

TO --- Willard Howe

SYNOPSIS

Letter:

The following tenants were ejected during this week for non-payment of rents:

Cofield, 82 Manley St.,	Sailor,	$18	House,	$21.60
Powell, 3 Dewey St.,		"	"	21.60
Harris, 60 Hobson,		19	"	7.62
Pittman, 7 "		"	"	89.10
				$138.92

Cofield was formerly a sailor and had been out of work and promised to pay up in full by the 15th but failed to do so and reinlisted andleft his wife.

Powell also had been out of work but promised to pay up by the 15th.

Harris has been rather disturbing element or undesirable. He and his wife got to fighting and was ejected.

Pittman moved in the first of April; paid his rents at five dollars at a time; got sick and Mr. Cover, formerly in charge of Truxtun, carried him during his illness. He make no attempt to pay up the back rent ot to pay current rent. He had a big family. However, he made all sorts of promises but gave him the oi limit and he failed to pay up. The house is in bad condition. However, we are cleaning it and will have it ready for occupancy next week.

It is regretted that under the law here you cannot hold furniture for rent in arrears. Most of them moved in without any furniture, purchasing the same from installment houses. The four ejected came in under Mr. Cover. I have used caution in selecting tenants since I have been in charge, instructing all that rents must be paid promptly. I am keeping strongly after them and believe we will have no trouble at all hereafter.

#1124

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

#4
AUG 29 19
Howe

Truxtun-Project-150-C
August 26, 1919
CRADOCK, VA.

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.Corp.,
Dept. of Labor,
Washington, D. C.,

Dear Sir: Subject:-Ejected Tenants.

In reply to your letter of the 23d inst., requesting report of tenants ordered to vacate since the operation of the project. The following is the list on record to date:

C. Joiner, 82 Manly St., living unlawful with a woman, ejected June 4, 1919

Toney Pitt, sub-renter, 137 Key Rd., wife beating, ejected May 8th.

Rev. J.A. Purcell, 27 Manly St., fake preacher and undesirable citizen, ejected April 30.

Geo. Steinback, 115 Key Rd., attempting to shoot a man formerly a lodger, Aug. 22d, ejected from project Aug. 25th.

J. Pittman, 7 Hobson St., ordered to pay up back rent and also to improve sanitary conditions in home. Conditions reported by man hanging screen windows.

I requested the men hanging screens and curtains to report to me all houses they find in unhealthy condition and also as to any abuse of property. From personal observation I am of the opinion that the tenants are using care of property as we require and also keeping their homes in a healthy and sanitary condition.

Within the next two weeks we are to put on a health and clean-up campaign.

The disturbance on Saturday night last was the first serious disorder we have had on the project since its operation.

Very respectfully,
Fred D. McCracken
Fred D. McCracken
Operating Representative,

August 23, 1919.

Mr. F. B. McCracken,
Operating Representative (Trustee)
Portsmouth, Va.

Dear Sir:

Kindly send us at once complete report on any of the tenants occupying Corporation houses who have caused dissatisfaction, beginning from the date of operation, giving full details as to just why these tenants have not made a satisfactory occupant, and if you were compelled to request their removal.

For your information, we have found in a number of projects where the tenant insists on keeping chickens in the house, driving nails in walls, living in an unsanitary condition, not paying rent when due, and doing other damage to the property of the Corporation.

Please give full details in each instance.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOME
Manager - Operating Division

WH:MM

160 Key Road
Truxtun Va.

4

Mr. F. G. Cover,
Town Manager.
Dear Sir:

I am a resident of Truxtun, and am very favorably impressed with the surroundings. This seems to be the general impression of all with whom I am acquainted. It is an ideal place for colored citizens and I certainly appreciate all that is being done for our comfort and pleasure.

Yours Resp.

G. S. Barrows

William W W.
51 Dump Creek Bonds

4

i am well please with
truth tum i think it is the ideal place
to live i am employed in they
Navy yard i thanks they
goverment for the homes they
give us

W.W. Williams

Mrs Hale

Newton Va
June 27th 1919

My family and I, indeed appreciate the act of kindness, and the effort made by the government in helping the colored Navy Yard employees & their families. So much so, that we intend to make every effort to better the condition of both the place, sis, Lustum & people

Mr. & Mrs. Hale.

Truxton, Va.
June 27" 1919

4

Mr F. G. Coors,
Town Manager of Truxton

My dear Sir,—

I am taking this mean to express my delight in living in such an ideal town as Truxton. It is up to date in every particular. I see no reason why the people of the town should not feel very thankful to the Government for the Consideration given them. I shall do all I can to help keep the town in a healthy condition

Respectfully
A. L. Johnson

132 Key Road
Truxtun Va.

4

Mr F G Coner.
Town Manger

Dear Sir being a citizen of truxtun I admire the place very much and I am liking it more and more all the time.

considering the comments you are giving us and the ones we are still to get we will have an ideal colored town.

Yours truly
George W. Williams

Dep Crank Board

Pruxton Va
June 27/19

Mr F. G. Coons
Town Manager of Pruxton

4

Dear Sir,—

I am living in Pruxton and I find it an ideal place, to thank the government for the town I am unable to do so I shall do all I can to keep it pure and wholesome.

John O. Barker

June 27, 1914

4

I Live at 151 Trey Road Trenton, and will say that I like my new home very well and think it could be made an Ideal home with a few improvements.

U. S. Wright

W. D. M. Harris
26 Manly

4

To whom it may Concern
I am a Resident of
Truxton and have been
for 3 months and think
it is an Ideal place to
live in

D. M. Harris
26 Manly St
Truxton Va

DEPARTMENT OF LABOR

TELEGRAM

32Wu. Da.

Br.

P. O. returns uncalled, yours 26th Fred D. McCracken, Operating Representation U. S. Housing Corporation, signed L. K. Sherman, Department Labor.

Thaxton, Va., Via Bd., Washington June 30, 1920

11:50 A.M.

W.8474
Br. 12

"Your letter on operation Reid (stays)
Mr. Chase will call on you tomorrow
L.K. Sherman

Message

Miss Vawter states Mr. Chase was at Craddock etc on 6/27/20.
C.T.B.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
603 THIRTEENTH STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

9

Parkhurst

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

FILE

Truxtun-Portsmouth, Va.

June 29, 1920

URGENT

U. S. Housing Corporation,
Washington, D. C.,
Attention:Mr. Parkhurst.

Gentlemen:

Please forward to me as soon as possible about ~~500~~ 700 copies of form No. 2118, Agreement covering Community Service-Truxtun-Project-150-C-Portsmouth, Va. The purchasers are to sign four copies each so the supply sent me is insufficient.

Very truly,

Fred D. McCracken,
Operating Representative

N.B.

Send 700 instead of 500x > they will be needed
Copy of form 2118 is attached.

Executed 7/6/20

Mr Parkhurst -

#9

June 19, 1920

Mr. Fred D. McCracken, Operating Representative,
United States Housing Corporation,
~~Truxton,~~
R.F.D. Portsmouth, Va.

My dear Mr. McCracken:

Your letter of June 16, 1920, has been on my desk for the past day or two and I am somewhat at a loss to know how to make an adequate reply in the absence of President Sherman, who is at present in Chicago.

Although Truxton is now part of Portsmouth, the Corporation, having been unable to sell to the city upon some equitable basis the various utilities provided for the community, has not found itpossible to make any payment in lieu of taxes and if the city administration at Portsmouth refuses to furnish lights, to make garbage collections and to do other things that it ordinarily furnishes to all its citizens, I cannot for the moment see any way of compelling them to do so.

At Cradock the property holders have organized themselves into an informal community and are arranging to assist themselves to meet the community expenses. Naturally under normal conditions, our buyers at Truxton would be compelled to pay taxes on the properties they have purchased under contract. But since these properties still stand in the name of the Government, they are relieved for the time being at least, of the burden.

I do not know what the laws of Virginia are in respect to the maintenance of schools and it may be that the community of Truxton will be forced under the present circumstances to maintain its own school. In many states, however, it is mandatory for the school district to provide an education for every child and I shall be surprised indeed if this inherent obligation is not recognized in the Portsmouth District.

In the first paragraph of your letter referring to the necessity for a special tax or assessment, you state "They are all in favor of it provided that the tax could be deducted from their regular monthly

payment."

Obviously it is not expected that the buyers under our form of contract will deduct the payment of taxes to which they are obligated from the regular monthly payment. Taxes and insurance are an additional burdenassumed by the buyers.

As a practical matter, it seems to me that the citizens association at Truxton should be prepared as an organization to carry the burden of the community in the event that the state laws do not compel either the school district, county or city, in the interest of public policy, to operate schools and protect the public health by proper sanitary regulations and service.

Mr. Sherman has carried on all our negotiations in respect to these matters at Cradock and I am referring your letter to him in the expectation that upon his return, early next week, he will write you, outlining the plan upon which the people of Cradock are now relying to take care of their common interests for the next fiscal year.

Very sincerely yours,

Irving M. Macomber,
Vice President.

CC L.K.Sherman
H.R.Brigham
F.S.Parkhurst, Jr.
CP Chase

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
603 THIRTEENTH STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

U. S. H. CORPO
JUN 17 1920

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

Truxtun-Portsmouth, Va.,

June 16, 1920

#5

Operating Div.,
U. S. H. C.,
Washington, D. C.,

Dear Sir:

Please forward to Operating Representative, U. S. H. C., Truxtun-Portsmouth, Va., a supply of form H. B. 114.

Very truly,

Fred D. McCracken,
Operating Representative,
Truxtun-Portsmouth, Va.

Order made out June 17, 1920

#9

June 16, 1920

Mr. Fred D. McCracken,
Operating Representative,
Truxtun, Va.

Dear Sir:

In reply to your request of June 16th, we are sending under sepperate cover a supply of Forms # H. B. 114.

Yours very truly,

UNITED STATES HOUSING CORPORATION

F. S. PARKHURST, JR.
Acting Manager - Operating Division.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
603 THIRTEENTH STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

Truxtun-Portsmouth, Va.,
April 28, 1920

#9

Mr. R. . McCulloch, Mgr.,
Operating Div., U.S.H.C.,
Washington, D. C.,

Dear Sir:

Please have forwarded to me as soon as possible form No. 2078, mimograph copies of the Criminal Code of the United States.

Very truly,

Fred D. McCracken,
Operating Representative,
TruxtunPortsmouth, Va.

RECEIVED
APR 30 1920
ANSWERED
OPERATING DIVISION

Order made out
~~Jos~~ April 30, 1920

#9

April 7,1920

Mr. F. D. McCracken, Op. Rep.
U. S. Housing Corporation
Portsmouth, Va. Truxtun.

Dear Sir:-

I will be in Cradock next Saturday, but may not be able to get over to Truxtun until the afternoon. I trust you will be able to be in the Office then as there are some things I would like to go over with you.

Very truly yours,

UNITED STATES HOUSING CORPORATION

R. A. McCulloch
Manager, Operating Division

McC/w

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
13TH AND G STREETS NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

Received at
U. S. HOUSING
CORPORATION
MAR 27 1920
Refer:
Mr. McCulloch
Mr.
Mr.
Mr.

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

RECEIVED
MAR 27 1920
ANSWERED
OPERATING DIVISION

#9

Truxtun, Portsmouth, Va.,

March 26, 1920

Mr. R. A. McCulloch, Mgr.,
Operating Div. U.S.H.C.,
Washington, D. C.,

Dear Sir:

Please forward to me, if available, some envelopes and letter-heads for use at this project.

Very truly,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

Order made out March 29, 1920

#9

March 13, 1920

Mr. F. D. McCracken,
Operating Representative,
U. S. Housing Corporation,
Truxtun R. F. D., Portsmouth, Va.

Dear Sir:

Replying to your letter of March 11th, you were authorized to pay the printer bills amounting to eleven dollars in all.

The bills and letter from the printer, enclosed with your letter to Mr. Howe, are returned herewith.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLIAM McCONNOCH,
Manager - Operating Division

RAM/MS

Enclosures.

file

March 13, 1920

Mr. F. D. McCracken,
Operating Representative,
U. S. Housing Corporation,
Truxtun R. F. D., Portsmouth, Va.

Dear Sir:

Replying to your letter of March 11th, you ~~were~~ are authorized to pay the printer bills amounting to eleven dollars in all.

The bills and letter from the printer, enclosed with your letter to Mr. Howe, are returned herewith.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD C. BUTBACH,
Manager - Operating Division

RAM/MS

Enclosures.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
13TH AND G STREETS NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

McCulloch

Truxtun-Portsmouth, Va.,

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

March 11, 1920

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.C.,
Washington, D. C.,

Dear Sir:

The enclosures explain themselves. The bill was contracted under advice of Mr. Cover who was at that time in charge of Cradock and Truxtun. The National Printing Company claims that the bill has not been paid due partly to their fault in not presenting it for payment at the proper time. I would suggest that the matter be referred to Mr. Cover and if approved paid . ~~without~~

Very truly,
Fred D. McCracken
File

Fred D. McCracken,
Operating Representative

Truxtun
#9

February 26, 1920

Mr. Eugene R. Hardendorf,
Selling Representative,
U. S. Housing Corporation,
Monticello Hotel,
Norfolk, Virginia.

My dear Mr. Hardendorf:

I am enclosing herewith four copies of list of vacant lots and areas at Truxtun.

You have signed the lists of the lots. The third sheet is that of the areas. You will notice that we have given an approximate location and also a definite block number to each of these areas. The selling prices are as recommended by you.

The parcels known as Block C, D and E total $5,000.00, but do not include Downs Street nor Bagley Street. The U. S. Housing Corporation entered into an agreement to keep Down Street open, which will have to be done.

At Mr. Macomber's request, will you kindly have these sheets signed by Mr. Welton and Admiral Harris, if it meets with their approval, and as soon as their signatures are obtained, please forward three copies to Mr. Shallcross, 8 South Fortieth Street, Philadelphia, Pa., with a letter to him, requesting that he sign, if it meets with his approval, and return the same immediately to this office. One copy should be kept by you for your information.

If the signed copies are back in Washington by next Wednesday, the Board of Directors will undoubtedly act that afternoon.

With best personal wishes,

Yours very truly,
U. S. HOUSING CORPORATION

FRED S. PARKHURST, JR.,
Asst. to Manager - Operating Division

FSP/MS
Enclosures.

9

February 17, 1920

Mr. F. D. McCracken,
Operating Representative,
Truxtun, Portsmouth, Va.

Dear Sir:

Please find enclosed an office memorandum in reference to one of the young ladies who has been a most faithful employee of the Corporation from its very beginning. I hope that you will take this matter up with all of the employees of the Corporation located at your project towards getting some assistance in this case.

Any amount that you feel inclined to give, I hope you will do of your own free will, as this is a most deserving case, and I particularly hope the Operating Division will assist.

Whatever contributions you collect, I wish you would forward to me at the Washington office, and upon receipt of same, it will be turned over to the proper party.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MS
Enclosure.

9

February 7, 1920.

Mr. F. D. McCracken,
Operating Representative,
Truxtun, Va.

Dear Sir:

Note your letter of February 5th, in reference to the large number of cases of sickness at your project. I trust that you are using every precaution at public meetings, and that you are conferring with Navy Yard Health Officials, and doing everything in your power to prevent an epidemic.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
13TH AND G STREETS NORTHWEST—P. O. BOX 1903
~~WASHINGTON, D. C.~~

Received at
U. S. HOUSING
CORPORATION
FEB 9 1920

Howe

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

Truxtun, Portsmouth, Va.,
Feb. 5, 1920

Mr. Willard Howe, Mgr.,
Operating Div., U. S. H. C.,
Washington, D. C.,

#9

Dear Sir: Health Condition at Truxtun.

We have a number of cases of influenza in Truxtun. However, they are not severe. We are keeping close watch on all cases. As a matter of precaution, I have notified the School Teachers to prohibit any pupil attending Truxtun school, to attend school if influenza is in the family. On Monday evening last, an entertainment was had in the old mess hall and we took advantage of the gathering by giving talks and advice on influenza and like illnesses. Dr. Johnson was present gave timely advice on the subject.

If we should have an epidemic here, I have already made preparation for ~~xxxxxx~~ converting the up-stairs of the old mess hall into a hospital. However, I do not believe that this will be necessary from information I have received from the Physicians who are attending patients who reside in Truxtun.

Very truly,

Fred D. McCracken

Fred D. McCracken,
Operating Representative,

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

#9

Received at
U. S. HOUSING
CORPORATION
JAN 31 1920
Referred to
Mr.
Mr.
Mr.
FILE

Truxtun, Portsmouth, Va., Jan. 30, 1920

~~CRADOCK, VA.~~

Mr. Willard Howe, Mgr.,
Operating Div. U. S. H. C.,
Washington, D. C.,

Dear Sir:

Please have forwarded to me at once a supply of Form-H.B.114, Schedule for Receipts. Also Weekly Field Report Schedules.

Thanking you in advance for your early attention in the matter, I remain,

Very truly,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

Order made out
Jan 31, 1920

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
13TH AND G STREETS NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

Received at U. S. HOUSING CORPORATION JAN 28 1920

Howe

Truxtun, Portsmouth, Va.,

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

Jan. 26, 1920

#9

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.C.,
Washington, D. C.,

Dear Sir:

Please send at once a supply of form H. B. 114, Schedule of ~~Rent~~ Receipts for use at Truxtun-150-C.

Very truly,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

100 sent

Order made out. Jan 28, 1920

9

January 15, 1920

Mr. F. D. McCracken,
Operating Representative,
~~Truxtun R. V. D.,~~
~~Portsmouth, Va.~~

Dear Sir:

In order to have further data for the Operating Division, would it be possible for you to furnish me with a picture of each type of house on your project.

Perhaps you or one of your employees has a kodak. This would be very satisfactory, especially postal-card size, as this makes it convenient to keep in our files.

Awaiting your reply with interest,

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MS

Truxtun #9

HEAR MRS. HAYNES!

MRS. ELIZABETH HAYNES OF THE "WOMEN IN INDUSTRY SERVICE", DEPARTMENT OF LABOR, WASHINGTON. D. C. WILL ADDRESS THE PEOPLE OF TRUXTUN SUNDAY EVENING AT 7:30 AT THE TRUXTUN AUDITORIUM.

YOU AND THE WHOLE FAMILY ARE RESPECTFULLY URGED TO COME OUT TO HEAR HER!

COMMUNITY SERVICE COMMITTEE.

FILE TRUXTUN # 9

TRUXTUN MAY BE TAKEN BY CITY

City Officials Confer With Representatives Of United States Housing Corporation

A conference was held yesterday afternoon in the council chamber with the purpose of looking into the feasibility of the proposition of the United States Housing corporation that the city of Portsmouth take over by purchase the town of Truxtun. The city council met the representatives of the housing corporation, City Manager Bates presiding. Those representing the housing corporation were General Manager McCracken; A. C. Manning; G. E. Wheeler, civil engineer; E. R. Hardensdorf, sales representative; Walter Taylor, attorney. City officials present were the councilmen, Mayor Hanvey, City Attorney John W. Happer, W. L. Davis, superintendent of the water company, City Auditor L. C. Brinson.

The desire of the housing corporation is to relinquish all its interests in the town of Truxtun and to turn the whole matter over to the city of Portsmouth. This will mean a loss of money to the government, in all probability, it is claimed, but is considered the best means of disposing of the community, which is located within the limits of Portsmouth. The city would have to furnish police and fire protection for the community, take over its light and water systems, and operate all the affairs of Truxtun just as in the rest of the city.

In return the citizens of Truxtun will have to pay the regular city taxes on the assessed value of their property. Heretofore residents of Truxtun have been released by the government for the payment of taxes.

Some objections have been raised to the water and sewerage systems of Truxtun. The electric lighting system is considered fairly satisfactory.

Orig copy filed Cradock #9

COPY

OFFICE MEM ORANDUM

FROM: Willard Howe, Manager - Operating Division

TO: Charles P. Chase, Manager, Construction Division

DATE: November 21, 1919

SUBJECT: Cradock & Truxtun

Within a very short time, Mr. Manning, who has been in charge of the planning Division, Mr. Wheeler, Engineer: and Mr. Kirby, as Field Auditor: and Mr. Kellog will leave the projects.

It seems to me that they have in their files a large number of records and correspondence, and possibly contracts entered into in the building of these projects. A large number of these r cords will no doubt have to be referred to in the future.

Do you not think it advisable that when Messrs. Manning, Wheeler, Kellog and Kirby leave Cradock, that all these files containing correspondence and copies of contracts, and other papers in reference to Corporation business, should be turned over to Mr. H. L Beach, Operating Represent tive, as no coubt various things will come up from time to time of great importance, and unless Mr. Beach has access to what has taken place in the earlier stages, it will be impossible to make satisfactory adjustments, where adjustments of claims are required.

WILLARD HOWE
Manager - Operating Division.

WH/ MS

9

November 11, 1919.

Mr. F. D. McCracken,
Operating Representative,
~~Truxtun R. E. D.~~
Portsmouth, Va.

Dear Sir: SUBJECT - CORRECT ADDRESS

I find that in a great many cases there is a delay in the delivery of mail to the Washington office. I wish that you would at once have your clerks check up your mailing list, and see that all mail addressed to the Washington office, pertaining to operation, is as follows:

Willard Home,
Manager - Operating Division
U. S. Housing Corporation,
Thirteenth & G Streets, Northwest,
Postoffice Box Number 1903,
Washington, D. C.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOME,
Manager - Operating Division

WH/MS

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

#9

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

Truxtun, RFD., Portsmouth, Va., Nov. 10, 1919

~~CRADOCK, VA.~~

NOV 11 1919
Reply to
Mr.
Mr.
Mr.
FILE

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.C.,
Washington, D. C.,

Dear Sir:

Please have forwarded to us, if possible, a supply of letter heads and large size envelopes.

Very respectfully,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

Miss Walker

Order made out.
Nov-12-19.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

9

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

Received at U. S. HOUSING CORPORATION 11-10 Howe

~~Truxtun, RFD.,~~ Portsmouth, Va., Nov. 8, 1919

~~TRADOCK, VA.~~

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.C.,
Washington, D. C.,

noted CS

Dear Sir:

I have been informed by Mr. Manning that the crew of men employed on the streets and park at Truxtun will be permanently removed by the 15th of November. The foreman of the crew informed me today that the following work will be finished by that date:

1:- The tearing up and removing of the railroad track in the park.

2:- The filling-up of some ~~xxx~~ of the low lots on Key Road.

3:-Rebuilding sertain curbing on Dale street.

4:- Filling and planting on lots on Dewey Street.

You realize it would add much to the beauty to have the railroad track removed from the park and it was the original intention of the Housing Corporation to have this done.

In the block on Key Road betweek Deep Creek Bvd. and Dale streets, are a few low lots where water stands for sometime after a rain. It is in this block where we had so much malaria fever during the summer. This work was ordered by Mr. Manning but the men never complied with the order.

Water stands in the curbing recently built on Dale street. I called attention to this fact several times to Mr. Manning, Mr. Roller and also to Mr. Parker when he was here a few weeks ago. This ought to be remedied.

You may recall the small-pox case on Dewey street last spring. The street was closed in and it was during the time the men were planting and fixing the yards. These lots have never received attention and I believe they are entitled to as much attention as the other lots as many of the tenants are desirous of purchasing their homes.

It would probably only require a week's work on the part of about three or four men to do the work above outlined and I sincerely hope that it may be possible for you to have the work done while the men are here on the job

Very respectfully,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

119

October 4, 1919.

Mr. F. D. McCracken,
Operating Representative,
Truxtun R. F. D., Portsmouth, Va.

Dear Sir:

Somettime ago we sent to you two blueprints of your project, with instructions to correct the street names and insert the rentals for each house and also the house numbers. We presume that you never received the blue prints as they have not been returned.

I am enclosing two other blueprints of your project with instructions as to how they shall be filled out.

Will you kindly give this matter your immediate attention, as we wish to complete the tracing from which these blue prints were made.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager-Operating Division

Enclosures
CFMcC/ME

9

September 3, 1919

Mr. Fred D. McCracken,
Operating Repr.,
Truxtun, Va.

SUBJECT - TELEPHONES

Dear Sir:

It has come to my attention that on some of the projects different tenants and the public are calling at the Operating Division's office and using the telephone. While there is no objection to them using the 'phone providing it is no charge to the Corporation for this extra service, but you must instruct the Telephone Company never to make a long distance connection unless you give your personal authority. Otherwise you are liable to find large toll bills being presented to you whereas you did not make the calls personally for Corporation business.

For your information it has been deemed advisable where the public is using the Corporation's telephone to install a pay 'phone. In this way it eliminates any chance for any toll charge being made to the Corporation.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

Triptiu
9

Mr. F. D. McCracken,
Operating Representative,
United States Housing Corporation,
Postoffice Box Number 761,
Portsmouth, Va.

Dear Sir: SUBJECT - TENANTS

It has been brought to my attention that the Operating Representative has been reserving houses for certain prospective tenants. This is absolutely against the rules of the Corporation, as no house can be reserved unless a lease is signed and rental paid.

If you are holding any house, please notify the prospective tenant that they must immediately sign a lease and rental must begin from that date. As you will note by your weekly report, it shows up to your disadvantage to reserve houses and not have any income from same.

If this condition is existing at your project, I desire that you correct it at once.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MS

AUG 8

Form 101A

THE WESTERN UNION TELEGRAPH COMPANY

INCORPORATED

9

BKG DEPT WASHN DC Office AUGUST 6TH 1919

M HOUS 1071

US HOUSING CORPN WASHINGTON DC

Your telegram dated AUGUST 4TH '19 R D MCCRACKEN US HOUSING CORPN

PORTSMOUTH VA is undelivered.

Reason: UNABLE TO RAISE ON FONE COPY MAILED

If you desire to communicate with this office by telephone in regard to the above message, call FR 7100 and ask for extension No, 12

Changes in the address must be paid for at the usual rates.

W R WILLIAMS PER JLH
ACTING Manager

11 26A

#9

X#15

X#7

July 31, 1919.

Mr. F. D. McCracken,
Operating Representative (Truxton)
U. S. Housing Corporation,
Box 761,
Portsmouth, Va.

Dear Sir:

Note with a great deal of interest your letter of July 28th, and we are very much pleased to read of your various duties and that you are having good success in arranging for the proper fire protection, and getting your tenants organized. It was particularly interesting to read of the breaking of the grounds for the school house, having the children take part in this.

In reference to an assistant, I would recommend that you arrange to get a young lady or young man to help you in reference to this matter. It would not be necessary that he be a stenographer or a bookkeeper, as the accounts of Truxton will be kept at the Cradock office. I would suggest that you use good judgment in trying to select some one that would be assistance in your work - someone of a pleasing personality, to deal with the public. This you will find very valuable in keeping down of unnecessary complaints about the houses.

You have my authority to hire such a person, but believe you should get some one not to exceed $60.00 a month.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

1

Truxtun, Via Portsmouth, Va.
July 28, 1919

Mr. Willard Howe,
Mgr. Operating Div. U.S.H.C.,
Washington, D. C.,

Dear Sir:

In reply to your letter of the 24th it was not my intention to convey the idea that I was to employ any laborers. I was informed by Mr. Manning and also by Mr. Mason that Truxtun was to carry its own maintainance force. However, in a letter today from Mr. Manning I am informed that this force would be carried by him.

In reference to a stenographer or office assistant I have talked over the phone with Mr. Cahill but on account of the pressure of business at Cradock he has been unable to get over. However, I trust that this matter will receive your early consideration.

I have an appointment with a representative of the Negro banks of the Tide Water District who will make an inspection of Truxtun so as to be in a position to give the matter consideration when the property is ready for sale.

Today we had ceremonies on breaking ground for the new school building. We had the little children with small spades to turn the first dirt. A very enjoyable time was had and every body pleased with the idea of letting the little folks have the honor. A picture was made and a copy will be forwarded to you when available.

There is considerable detail work here and it takes all of my time on these little matters. I make daily rounds and find many things that need immediate attention in order to preserve the property. The Firemen have only been socializing at their meetings and have never had any drill or practice. I have arranged that drills and practic. The same has been true as to their town committees. I am organizing the women into a house wive league; getting the ball team on good basis and arranging recreation program; also a picnic for the little kids; there are so many things that I must do in order to raise the morale of the citizens. I am busy until late at night and just can't get time to do the business end as they even come to my house after I close down until late at night. An assistant would do much to relieve me of this work. I very much hope that an assistant will be authorized so that he will be on the ground when the rents began for August.

Very truly,

Fred D. McCracken

Fred D. McCracken, O.R.
Truxtun-Project-150-C

9

July 22, 1919.

Mr. F. D. McCracken,
Operating Representative,
Box 761,
Portsmouth, Va. (Truxton)

Dear Sir:

We are sending you herewith a little chart which shows how the rental percentage or occupancy percentage has progressed on our various housing developments. It has been interesting to us, so we think you will find it interesting too.

If you are in charge of a project where the percentage of occupancy is low, you should demonstrate your salesmanship at this time by giving your curve a quick bend upward and then keep it going in that direction. If you have already made your occupancy curve bump the 100 per cent mark, please accept our congratulations, but be sure to keep it there.

As you know, the object of operating houses is to have them occupied and rent-producing, hence the degree of operating success we enjoy is measured, pretty much at least by the percentage occupancy curve.

Let us have your best efforts toward making all the curves move to the top of the chart; it will take work and originality. We feel sure it can be done. Prove we are right.

Yours very truly,

UNITED STATES HOUSING CORPORATION
Willard Howe
Manager - Operating Division

J. C. Prior
Asst. Mgr. - Operating Division

JCP RR

July 31st, 1919.

9

Mr. Thomas Cahill,
Box 761, Portsmouth, Va.

Dear Sir:-n SUBJECT: TRUXTON

I have today advised F. D. McCracken before any change in reference to the management of Truxton is made that same must have the approval of the Washington Office.

In regard to this matter, it was our thought that possibly by placing him in charge at Truxton, it would prove a better arrangement and make the tenants more contented than through our previous management.

Yours very truly,

UNITED STATES HOUSING CORPORATION,

WILLARD HOWE,
Manager Operating Division

July 11, 1919.

Mr. F. G. Cover,
Operating Representative,
U. S. Housing Corporation,
Box 761,
Portsmouth, Va.

Dear Sir:

Referring to your Weekly Report of July 5th, for Truxton, we will be glad to have you designate the total rents for apartments that have been agreed upon, as well as the total rents for houses, just as you have shown rents for houses.

It is our understanding that there are at least three old houses which will be eventually rented. We believe it would be well for you to carry these on your weekly report; this may be done by scratching out the words "Dormitories & Hotels" and substituting "Old Houses", giving the number of them and the rental rates. Opposite "Rents Receivable" it is our intention to show here the sum of all rents that are past due and uncollected. This item would be cumulative and would include all tardy payments and bad debts. Remarks concerning "Old Houses" and "Rents Receivable" applies also to Cradock.

Our records show that there is at least one three-room house on Shell Road that might be rented. If none of these old houses, either at Truxton or Cradock, are fit for rental, you may mark them so in space provided.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

J. G. Prior
Asst. Mgr. - Operating Division

JGP RH

#9

June 26th, 1919.

Mr. F. G. Cover, Town Manager,
Portsmouth, Va.

Dear Sir:- SUBJECT: MAINTENANCE COST - TRUXTON - CRADOCK -

For your information, Mr. Parker of the Town Planning Division has estimated the maintenance cost for your project, from July 1st to December 31st, 1919 in employing gardeners, additional labor and the necessary tools to carry on the work of planting hedges, trimming lawns and keeping the outside of the property in proper condition, as follows:

file

TRUXTON

Gardener 3½ months @ $ 150	525.00
Tools and supplies	150.00
Additional labor	1500.00
Total,	$ 2,175.00

CRADOCK

Gardener 3½ months @ $150	525.00
Tools and supplies	500.00
Additional labor	3500.00
Total,	$ 4,525.00

While this cost is estimated, it is hoped you will be able to cut it down, if possible. Please also understand the gardeners and any additional labor are directly under your control and if they do not perform satisfactory service, it is for you to decide and arrange to dismiss them.

I hope you will be able to report you have saved the Corporation in reference to these estimated amounts and still get the desired results.

Yours very truly,
UNITED STATES HOUSING CORPORATION?

#9

June 25, 1919

Mr. F. G. Cover,
United States Housing Corporation,
Box 761,
Portsmouth, Va.

Dear Sir :

file

Have you furnished this office with detailed information covering Cradock and Trunkey on each house, giving the construction of the building, number of rooms, monthly rental, street location and number of house ? Some time ago we sent you large sheets on which to compile this information but on looking for this we are unable to find it and think possibly you neglected to forward same.

Please make every effort to get this into our office at once.

Very truly yours,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager Operating Division

#9

JUN 25 1919

File

June 23, 1919.

From: F. G. Cover, Town Manager

To: F. M. Weakley, Works Superintendent,
P. O. Box 759, Portsmouth, Va.

Subject: Transfer of Saw Mill.

1. Your letter of June 5th states that small portable saw mill at Truxtun will be turned over to this division when same has servedits purpose at Truxtun.

2. Upon examining this saw mill I find that the engine is a gasoline drive, whereas the saw mill requested at Cradock was a motor driven Since it is not desired to operate with a gasoline motor, our request is, therefore, cancelled.

F. G. Cover
(F. G. Cover)
Town Manager.

Copy to

Mr. Howe, Manager Operating Division

Mr. White, Chief of Sales Department

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF TOWN MANAGER

Howe

#9

~~CRADOCK, VA.,~~
P. O. BOX 761
PORTSMOUTH, VIRGINIA

May 17, 1919.

From: F. G. Cover, Town Manager

To: Irvin E. Macomber, Vice-President
Willard Howe, Manager Operating Division,
C. H. Rapp, Project Manager
B. J. Treacy, Manager Real Estate Division

Subject: Opening Day at Truxtun.

1. You are invited to attend the exercises for the Opening Day at Truxtun, which will take place on Sunday, May 25th, 1919, at 2 P. M. Program is attached hereto.

2. The people of Truxtun hereby extend invitation to any and all of the Washington officers and if this letter is not addressed individually to all interested, the invitation extends nevertheless.

F. G. Cover
(F. G. Cover)
Town Manager.

Mr. Howe:

Please advise me how many of our people from Washington will attend the opening, so that I may make provision to have transportation facilities available at the steamer Sunday morning upon its arrival.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF TOWN MANAGER

CRADOCK, VA.,
P. O. BOX 761
PORTSMOUTH, VIRGINIA

May 12, 1919.

From: F. G. Cover, Town Manager

To: Willard Howe, Manager Operating Division,
U. S. Housing Corp., Washington, D. C.

Subject: House Numbers.

#9
X#9
Cradock

1. Your letter of the 30th. The house numbers at Truxton have at our request been placed at a point on the front of the house where they will be in plain sight of the public from the sidewalk.

2. The house numbers at Cradock have not as yet been installed, but we will see that they are placed properly.

F. G. Cover
(F. G. Cover)
Town Manager.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF TOWN MANAGER

CRADOCK, VA.,
P. O. BOX 761
PORTSMOUTH, VIRGINIA

May 12, 1919.

From: F. G. Cover, Town Manager

To: Willard Howe, Manager Operating Division,
U. S. Housing Corp., Washington, D. C.

Subject: House Numbers.

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X#9
Cradock

1. Your letter of the 30th. The house numbers at Truxton have at our request been placed at a point on the front of the house where they will be in plain sight of the public from the sidewalk.

2. The house numbers at Cradock have not as yet been installed, but we will see that they are placed properly.

F. G. Cover
(F. G. Cover)
Town Manager.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF TOWN MANAGER

APR 26 1919

Howe

Mr.
Also Write
No. Abs.
Index
File

~~CRADOCK, VA.,~~
P. O. BOX 761
PORTSMOUTH, VIRGINIA

April 25, 1919.

#9

From: F. G. Cover, Town Manager

To: Willard Howe, Manager Operating Division,
U. S. Housing Corporation, Washington, DC.

Subject: Town Government at Truxton.

1. Your favor of the 24th. The data in connection with duties of Town Manager is being complied and should be ready for presentation to you upon my visit to Washington next week.

F. G. Cover
(F. G. Cover)
Town Manager.

#9

April 24th, 1919.

Mr. F. G. Cover, Town Manager,
U. S. Housing Corporation,
Box 761, Portsmouth, Va.

Dear Sir:- Subject: Town government at Truxton

I have noted your letter of the 22nd with a great deal of interest and I believe from the organization that you plan, a great deal of good can be done in reference to this project, and would be interested to hear of the various subjects taken up at the meetings. For your information, I think so well of this, that I am sending the plan to all of our Town Managers.

On your last visit to Washington, I requested you to submit to me your ideas in reference to instructions to Town Managers upkeep of property, organization and other matters that have come to your attention. In other words, a complete list of the various instructions that you feel are necessary for Town Managers.

Would be interested to receive this information at your earliest convenience.

Yours very truly,
UNITED STATES HOUSING CORPORATION,

WILLARD HOWE,
Manager, Operating Division

WH/b

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF TOWN MANAGER

APR 23 1919
Howe.

~~CRADOCK, VA.~~
P. O. BOX 761
PORTSMOUTH, VIRGINIA

April 22, 1919.

From: F. G. Cover, Town Manager

To: Willard Howe, Manager Operating Division,
U. S. Housing Corporation, Washington, D. C.

Subject: Town Government at Truxton.

1. A meeting was called at 8 P. M., April 21st in the mess hall at Truxton of the residents of Truxton for the purpose of having the Truxton residents elect three committees to work with me in an advisory capacity.

2. About 125 Truxton residents were present and by open nominations the following committees were elected:

COMMITTEE ON SANITATION

W. H. Gray
Mrs. Alice Bryant
James H. Johnson

COMMITTEE ON LAW AND ORDER

Thos. Tucker
Rev. Lomax
Joseph McLennan

COMMITTEE ON COMMUNITY BETTERMENT

John Rogers
A. C. Smith
Mr. E. Booker

3. The duties of the committee on sanitation shall include inspection of streets, yards, general appearance of the town, garbage and trash collections, general

#2

health of the community and all things pertaining to cleanliness and sanitation.

4. The committee on law and order will have an interest in the organization of a voluntary fire department, to work under the direction of and in conjunction with the Chief of the Cradock Fire Department, the policing of Truxton, reporting of nuisances, menances to public safety, and a general interest in all matters pertaining to law and order of the community.

5. The committee on community betterment includes all forms of entertainment, sports, clubs, public events, welfare, and all matters pertaining to the uplift of the community, so far as civic and social matters are concerned, including the reporting of any undesirable citizens.

6. The combined committees, constituting nine members, will form a council, which will meet with the Town Manager ~~each Friday night at 8 o'clock P. M.~~ One night.

F. G. Cover

(F. G. Cover)
Town Manager.

#9

CROSS INDEX SHEET

FILE --- Truxton #9

ORIGINAL FILED UNDER --- Cradock #9

DATE --- April 17, 1919

FROM --- G. G. Corer

TO --- W. Hom

SYNOPSIS

Letter:

Proposed Government of Cradock & Truxton.

See original.

#1124

#9

CROSS INDEX SHEET

FILE --- Trinkum #9

ORIGINAL FILED UNDER --- Cadock #9

DATE --- March 21.'19

FROM --- C. H. Rapp

TO --- L. K. Sherman

SYNOPSIS

Memorandum.

Trinkum is to have good or broken stone sidewalks as specified. This is as originally determined and has not been altered.

#1124

OFFICE MEMORANDUM

FROM : WILLARD HOWE, Manager Operating Division,
TO : IRVING E. MACOMBER, Vice-President,
DATE : March 14, 1919

SUBJECT : Sidewalks, Truxton and Cradock.

The following has been received from the Town Manager, Mr. F. G. Cover :

> "It is urged that cement sidewalks be provided for every street on which a house is built. This recommendation is made to offset a rumor that slag or cinder widewalks might be constructed on the outlying streets. Concrete roads throughout would be desirable but whether this is order for the entire project is secondary to cement sidewalks for every street in the town."

I would recommend that cement sidewalks for every street be placed on these projects.

WH-D

#9

March 19, 1919

Mr. F. G. Cover,
Box 761,
Portsmouth, Va.

Dear Sir :

RE : HOUSE WALKS AT TRUXTON

For your information we give below copy of order issued by L. K. Sherman, President, to the Construction Division :

"You will construct walks leading from the street sidewalks to the front door which will consist of 3 planks laid longitudinally. For walks leading to the rear of the house, you will lay a plank walk consisting of two boards laid longitudinally.

Material for these house walks will be from lumber salvaged from barracks or other second hand lumber available from either Cradock or Truxton Projects. Please install these walks now, or as soon as you have material available and released for such purpose."

Very truly yours,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager Operating Division.

WH-D

Mr. Howe

OFFICE MEMORANDUM.

FROM: L. K. Sherman, President

TO: D. T. Webster, Mgr., Construction Division

DATE: March 14th, 1919.

SUBJECT: House walks at Truxton.

You will construct walks leading from the street sidewalks to the front door which will consist of 3 planks laid longitudinally. For walks leading to the rear of houses, you will lay a plank walk consisting of two boards laid longitudinally.

Material for these house walks will be from lumber salvaged from barracks or other second hand lumber available from either Cradock or Truxton Projects. Please install these walks now, or as soon as you have material available and released for such purpose.

LKS/RN

CC to Messrs. Olmsted
Rapp
Howe ✓

send copy to Cover

#9

OFFICE MEMORANDUM

TO : Mr. Wright, Asst. Mgr. Construction Division
FROM : Willard Howe, Manager Operating Division
DATE : March 19, 1919

SUBJECT : Houses at Truxton

In connection with the attached letter from Mr. F. G. Cover, I would recommend that his suggestion be carried out. I do not believe the Corporation would want to have the responsibility of having the public complain because no arrangements were made to take care of the garbage except from the front of the houses.

March 19, 1919

#9

OFFICE MEMORANDUM

TO : Mr. Wright, Asst. Mgr. Construction Division
FROM : Willard Howe, Manager Operating Division
DATE : March 19, 1919

SUBJECT : Coal and wood bins for Truxton

I have received the attached communication from our Town Manager Mr. F. G. Cover, with reference to the above :

This matter was taken up on one of Mr. Cover's visits to Washington but am unable to say how far the matter has gone.

I would recommend that some arrangement be made to care for the wood and the coal.

WH-D

Trenton # 9

CROSS INDEX SHEET

FILE --- Trenton # 9

ORIGINAL FILED UNDER --- Cadock # 9

DATE --- March 15. 1919

FROM --- F. J. Coser

TO --- Willard Rose

SYNOPSIS

Garages and Outbuildings.

#1124

x #5
Truxtun

D U M M Y
(Original is filed in Cradock folder) #9

FROM: F.G. Cover, town manager
TO: H.R. Gold, New York City.
DATE: March 11th, 1919

SUBJECT: Mr. Cover explains about the church services and activities at Truxtun and Cradock

General explanation on various subjects

9 # 9
Curtiss.

ORIGIONAL FILED IN CRADOCK FOLDER#9

MARCH 10 1919

LETTER FROM FEGGCOVER TO WILLARD HOWE

CONCERING SUGGESTIONS FOR CRADOCK AND TRUXTUN CONSTRUCTION.

Office Memo from Willard Howe to Dining Member about sidewalks, Cradock Heating system, roofs.

Trimpton #9

March 4th 1919

Mr. F. C. Cover,
c/o United States Housing Corporation,
Box 761,
Portsmouth, Va.

Dear Sir :

We have received a memorandum from Mr. C. H. Rapp to the effect that he has instructed the Works Superintendent to remove temporary sheds from your project.

Very truly yours,

UNITED STATES HOUSING CORPORATION,

WILLARD HOWE,
Manager, Operating Division.

WH-D

X # 9
Crexton

march 4

D U M M Y

(original filed in Cradock, #9 General ~~xxxx~~ folders)

FOR OFFICE ORDER NOS. 3 and 5, under date of March 4th, 1919, issued by F.G. Cover, town manager, see the Cradock General folder.

orders have to do with office hours, etc. on the 2 projects.

X #9
Cray Town

D U M M Y
(Original is filed in Cradock) #9

FROM: F.G. COVER TOWN MANAGER

TO: WILLARD HOWE

DATE: MARCH 3, 1919.

SUBJECT: FENCING LOTS AT CRADOCK AND TRUXTON.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
HAMPTON ROADS DISTRICT
~~NORFOLK, VA.~~
P. O. BOX 761
PORTSMOUTH, VIRGINIA

Industrial
MAR 5 1919
Macomber
Howe
File

#9

March 3, 1919.

From: F. G. Cover, Town Manager

To: Willard Howe, Manager Operating Division,
U. S. Housing Corp., Washington, D. C.

Subject: Permanent offices at Truxton for Operating Division.

1. I am advised by the Town Planner, Mr. H. P. Kelsey, that house marked "Z" on the Truxton blue prints should be used by the Operating Division for its permanent offices, in order words as a town hall. This building is a very old one and its interior will of necessity have to be repaired and remodeled. It is also understood that this building will be moved to another location on the Truxton site.

2. There is a great need for adequate quarters at Truxton for the Operating Division, as in the preliminary work now progressing, frequent meetings are necessary to be held with committees conferring relative to churches, schools, stores and general policies of operation, and we are compelled to hold our meetings in Portsmouth in the council chamber there. Therefore, if the Washington office approves of the selection of the building to be used as the town hall at Truxton by the Town Planner, advice to that effect will be appreciated in order that we will have written authority to confer with the architect, Mr. Mitchell, in the arrangement of the interior of the building, which work should be begun as soon as possible for the above reasons.

3. Our present rental office at Truxton is located in one room of an old building, which is to be demolished shortly.

F. G. Cover

(F. G. Cover)
Town Manager.

x # 9
Truxtun

D U M M Y
(original filed in CradockGeneral folder) #9

FROM: Mr. F.G. Cover, Town Manager, Portsmouth
TO: Willard Howe.
DATE: March 3rd, 1919.

SUBJECT: FENCING LOTS AT CRADOCK AND TRUXTUN.

PROJECT 150-C

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
HAMPTON ROADS DISTRICT
NORFOLK, VA.

February 27th, 1919.

MAR 1 1919

#9

From: Frank M. Weakley, Works Superintendent.
To: Mr. Harlan P. Kelsey, Town Planner.

Subject: Temporary Sheds on Lots.

1. The receipt is acknowledged of your letter February 26th on above subject.

2. This office understands from the Operating Division that the occupants of these houses will be permitted to keep chickens, and do more or less in the way of building sheds in the back lots. This office feels that for the Project to be a success, it will be necessary to allow the occupants of these houses a certain amount of latitude in arranging their back yards to suit themselves.

3. Under the above conditions this office feels that it would be a waste of money to tear down any temporary sheds that are now on these lots. It is objectionable to this office to see money wasted, not only by tearing down these sheds but the labor and the construction of these sheds totaling $100.00 or more, absolutely thrown away when the tenants of these houses would be delighted to have such a shed on back yards.

4. This office has heard some conversation regarding building standardized garages, cow sheds, chicken houses, wood and coal sheds, etc., but to date has not been officially instructed in detail as to this matter.

5. This office desires to go on record as being opposed to destroying these temporary sheds that can be utilized by the occupants of the houses, but of course will follow official instructions received in the matter.

Copy
Mr. Rapp

F M Weakley

Original Cadwalk #9
x #9 Triplicate

Bureau of Industrial Relations
FEB 20 1919
REFERRED TO
Mr.
Mr.
Mr.
Mr.
Also Wants
150-C
150-A
File

Room 517 Flatiron Building,

Norfolk, Va.,
Feb. 18, 1919.

FROM: Harlan P. Kelsey, T.P.M. Chm. Com. of Design.

TO: Mr. F. L. Olmsted, Mgr. Town Planning Div.,
U. S. Housing Corporation,
Washington, D. C.

SUBJECT: Run for Garages, Cradock and Truxtun.

1. Referring to your letter of February 10th on this subject, which suggests that the lot lines be changed and located in relation to the houses so as to permit construction of individual runways rather than joint runways, I am confirming our conversation on this subject in Washington last Friday.

2. I showed that if this were done it would necessitate doubling the number of runways and make a passage between every building instead of between every other building, and consequently greatly impair the landscape effect. You accepted this explanation and this is to make it a matter of record.

Yours very truly,

T.P.M. & Chm. Com. of Design.

HPK/R

CC--Mr. Howe
Mr. Wheeler
Mr. Cover
Mr. Mitchell
Mr. Gray

X # 9
Truxton

C O P Y (Original filed in Craddock) # 9

Feb. 18th, 1919.

Mr. F.G. Cover,
P.O. Box 761,
Portsmouth, Va.

Dear Sir:

For your information, we give you below, letter from the Town Planning Division to Mr. Kelsey Chairman of the Committee of Design, Norfolk:

"Referring to the letter from Mr. Fenner of this date, concerning garages at Truxton and Cradock, the question is raised especially in regard to Truxton for consideration of the Committee of Designers, as to whether lot lines should not be so located in relation to the houses as to permit the construction of garages runways between all or most of the houses without necessitating the use of joint runways occupying part of two lots. It seems almost certain that in many instances the occupant of a lot at Truxton will want a garage runway at some time in the future when his next door neighbordoes not want one and will be disinclined to agree to the use of a part of his lot for the purpose. As a means of meeting this contingency, in case of sales of lots, it will be necessary either to throw the lot lines of center of the narrow spaces between the houses or to impose an easement for a joint runway on nearly every lot and the latter seems seriously objectionable."

Very truly yours,

U.S.H.C.

WILLARD HOWE
Manager, Operating Division.

WH-D

C O P Y (Original filed in Craddock)

TOWN PLANNING DIVISION. Re: Hampton Roads District

February 13th, 1919.

Mr. Harlan P. Kelsey,
Chairman Committee of Design,
518 Flat Iron Bldg.,
Norfolk, Va.

Dear Sir:

Referring to the letter from Mr. Fenner of this date concerning garages at Truxton and Cradock, the question is raised especially in regard to Truxton for consideration of the Committee of Designers, as to whether lot lines should not be so located in relation to the houses as to permit the construction of garage runways between all or most of the houses without necessitating the use of joint runways occupying parts of two lots. It seems almost ceftain that in many instances the occupant of a lot at Truxton will want a garage runway at some time in tne future when his next door neighbor does not want one and will be disinclined to agree to the use of a part of his lot for the purpose. As a means of meeting this contingency, in case of sales of lots, it will be necessary either to throw the lot lines off contor of the narrow spaces between the houses or to impose an easement for a joint runway on nearly every lot and the latter seems seriously objectionable.

Very truly yours,

H.S.H.C.

Manager T.P. Division.

X # 9
Truxton

(C O P Y)

(Original filed in Cradock) # 9

Feb. 13th, 1919.

Mr. F.C. Cover, Town Manager,

Portsmouth, Va.

Dear Sir:

RESALE OF HOUSES AT CRADOCK AND TRUXTON

With reference to the sale of houses located at the above projects, at this time no definite plan has been outlined but at such time as the plan has been approved, you will be advised of same.

Very truly yours,

U.S.H.C.

WILLARD HOWE? Mgr. Operating Div.

WH-D

#9

OFFICE MEMORANDUM

Feb.12,1919

Memorandum to: Messrs. Sherman
Olmsted
D.T.Webster
C.H.Rapp
M. Howe

From: Lionel Moses

The following has been received from

Mr. Frank E. Weakley, Works Superintendent, Project 150-C:

"1. This office is still receiving mail from Washington addressed to me at 111 College Place, Norfolk, Va.

2. Will you please see that mail is addressed to me at PORTSMOUTH, VA. "

LM/LCR

#9

OFFICE MEMORANDUM

Feb.12,1919

Memorandum to: Mr. Howe

From: S. L. Fenner

With reference to the attached memorandum on the subject of stores at Cradock and Truxtun, careful consideration has been given to your suggestion that we use some of the ready-cut houses and convert them into store buildings. While this plan might possibly save a small expenditure, I believe it would be ultimately an expensive proceeding. In order to use these buildings it would be necessary to make considerable alterations, namely, the removal of all interior partitions and changes in the front so as to provide show windows.

At Cradock the site at the town center requires by reason of its shape specially designed buildings and it is my judgment that the use of these ready-cut houses would be but a temporary make-shift. There seems to be no doubt that permanent stores with apartments above for the use of the shopkeepers would yield a good return on the investment and because they would be permanent would be a benefit to the entire development.

We have accordingly authorized the construction of permanent groups of stores; 12 at Cradock and 6 at Truxtun.

Encl.
SLF.LCR

9

February 11th 1919

Mr. F. G. Cover,
c/o United States Housing Corporation,
Norfolk, Va.

Dear Sir :

The following is a copy of executive order under date of February 9th :

"In accordance with memo of Mr. Otto M. Eidlitz to Mr. Wenner, dated February 8th, 1919, add 56 houses, as originally contemplated, on Truxton development. The present program of 194 houses will therefore be increased to 250 houses."

Very truly yours,

UNITED STATES HOUSING CORPORATION,

WILLARD HOWE,
Manager, Operating Division.

WH-D

x #9
Truxton.

D U M M Y

(Original filed in Cradock #9

FROM: Harlan P. Kelsey

TO: F.L. Olmsted

DATE: Feb. 10th, 1919

SUBJECT: Rear Yard Party Lines at Craddock and Truxtun.

XH 9
Truxton

D U M M Y

(Original filed in Cradock) #9

FROM: F.G. Cover, Town Manager

TO: Willard Howe, Mgr. Operating Div.

DATE: Fe. 6th, 1919

SUBJECT: Operating Division Automobiles for Cradock and Truxton

X # 9
Truxton

C O P Y

(Original filed in Cradock) # 9

FROM: F.G. Cover, Town Manager

TO: Wallard Howe

DATE: Feb. 6th, 1919

SUBJECT: Sale of Houses at Cradock and Truxton

Asking for definite policy that has been decided upon relative to sale of houses to Navy Yard employees at Cradock and Truxton

9

Fahnuary 3 1919

Mr. W. G. Sirrine,
c/o United States Housing Corporation,
Norfolk, Va.

Dear Sir :

The following copy of execttive order, is for your information :

"Add to the housing program at Cradock, 12 stores and at Truxton 6 stores.
The necessary primary schoolé are to be provided, either through negotiations with local school authorities br by the Bureau."

Very truly yours,

UNITED STATES HOUSING CORPORATION,

WILLARD HOWE,
Manager, Operating Division.

WH-D

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

HAMPTON ROADS DISTRICT
NORFOLK, VA.

#9

File with to recommendation Planner & Ready cut Homes on Truxton & Cradock

Portsmouth, Va.
P. O. Box 761,
Feb. 3, 1919.

From: F. G. Cover, Town Manager

To: Willard Howe, Manager Operating Division.

Subject: Stores for Truxton.

1. Confirming our conversation relative to stores for Truxton, it is requested that consideration be given to the use of part of the 31 readycut bungalows for this purpose. As you recall, the 31 readycut bungalows were offered for sale to the highest bidder and this letter is written on the assumption that the bids were rejected.

2. It is suggested and recommended that 8 readycut bungalows be assigned to Truxton and that two readycuts be joined together without partitions and rented for store room. If authority is granted for the use of 8 of these readycuts for the above purpose, the location in Truxtion of said stores may be determined by a conference between Mr. Kelsey, Town Planner, Mr. Mitchell, Architect, Mr. Weakley, Works Superintendent, and myself.

3. It is my belief that there will be no difficulty in renting the stores as outlined, as applications are already on file for four stores.

F G Cover
(F. G. Cover)
Town Manager, Cradock, Va.

OFFICE MEMORANDUM

#9

FROM : Willard Howe, Manager, Operating Division,
TO : B. L. Fenner, General Manager,
DATE : February 3rd 1919

SUBJECT : Norfolk Va. - Cradock - Truxton

The writer left Washington Saturday night to visit projects located at Cradock and Truxton. Spent all Sunday on these projects with F. G. Cover, Town Manager.

Would submit the following recommendations.

STORES

The 31 ready cut houses now at Norfolk be used for stores. By placing two ready cut houses together they will give sufficient room for store purposes :

TRUXTON

4 stores by using 8 ready cut houses

CRADOCK

10 " " " 20 " " "
1 " " " 3 " " "
(for general store)

I believe that the above suggestion would at once cover the immediate need for stores.

The average merchant that will occupy store buildings at these projects will necessarily desire to find out if operating one of these stores is a profitable investment. Later when houses are occupied and amount of business merchants can expect is determined, arrangements satisfactory to the corporation can be made by sale or lease of ground to successful merchants, they building their own buildings, or the Corporation erecting a permanent building according to their requirements. Charging for this a fixed annual rental that will be sufficient for investment.

APARTMENT BUILDINGS AT CRADOCK

These apartments have now been rented to some fifty tenants. While at Cradock Sunday, two tenants rented apartments. I would advise that painting of these apartment buildings be rushed as buildings are beginning to show effect of weather conditions.

The writer would call your attention to the necessity of immediate work on the streets of both Cradock and Truxton as many houses are now about ready for occupancy.

WH-D

#9

OFFICE MEMORANDUM

FROM: Allan Robinson, Manager, Operating Division.

TO: Mr. Daniel T. Webster, Manager, Construction Division.

DATE: December 17, 1918.

HAMPTON ROADS DISTRICT:

I beg to hand you herewith copy of a report dated December 14th from our District Manager in the Hampton Roads District, concerning measures which he has taken to care for the sick men in the contractor's force. You will note that our Manager says:

> "It strikes me that this ought to be a matter for the Construction Division as these are contractor's men, but in the absence of Mr. Thomas his assistant seems to be flooded with work and it seemed up to us to do something at once."

I hope that this action on the part of our representatives will meet with your approval, and if there is anything further we can do to assist, we shall be glad to do so.

AR:P

#9
Trenton

OFFICE MEMORANDUM

FROM: Allan Robinson, Manager, Operating Division

TO: Mr. George G. Box, Fiscal Division

DATE: November 6th, 1918.

MESS HALL, PARADISE CREEK, NORFOLK, VA.

I beg to refer herewith letter from Mr. Thompson, of this Division, regarding the matter of the handling of the fiscal matters in connection with the mess hall at Paradise Creek, Va.

Will you kindly take this up and advise me of the decision reached.

AR:P
Enc. 1.

Norfolk Va

Trenton #9

OFFICE MEMORANDUM

FROM: James N. Thompson.

TO: Mr. Allan Robinson.

DATE: November 1 1918.

COMMISSARY - PARADISE CREEK:

I would like you to know about conditions at the Portsmouth mess hall, or canteen, known as "Paradise Creek".

Upon instructions from you that this project was to be taken over and operated under my supervision for the Operating Division, the work was started. The feeding of laborers in this section has been successful as far as we have been allowed to proceed. The canteen will not be a profitable one financially. It is not the fault of our workmen that it will not be profitable; but the trouble lies in some way or another with the contractors, who cannot get a sufficient number of men on the job. The employes in the canteen now can do three times as much business, under the same expense, as we are operating under at present. From information received from our Commissary Chief, Mr. Nies, there has been little co-operation from the heads of the contracting company, Hagerman & Harris. Whatever loss has been incurred up to the present time has been greatly augmented by the fact that the workmen and crew were on the job two weeks in advance of the opening day. Roughly speaking, I should say that the amount is between $300 and $400. It is only fair that this item should be charged to the Construction Division, as we were instructed to bring our workmen - ready to start work - at once.

JNT:P

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
603 THIRTEENTH STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

Received at
U. S. HOUSING CORP.
JUL 7 1920
Refer
Mr. Parkhurst
Mr.
FILE

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

Truxtun, Portsmouth, Va.,
July 6, 1920

Mr. F. S. Parkhurst, Jr.,
Mgr. Operating Div. U.S.H.C.,
Washington, D. C.,

Dear Sir:

I am pleased to report as to the splendid conduct and order at Truxtun during the two holidays, July 4th and 5th. Truxtun was filled with visitors on these two days, especially on the 5th and we had no disorder of any kind. As a safety against fire, we prohibited the shooting of fire works and there was not a single violation of the order. We had two ball games yesterday, the Truxtun team playing two different teams and needless to say our boys won both games.

Very truly,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

18

June 8, 1920.

Mr. Fred D. McCracken,
Operating Representative
U. S. Housing Corporation
Truxtun, Va.

Dear Sir:

Mr. L. E. Reed, Operating Division Auditor, has conferred with me concerning your letter of June 4th regarding your supposed deficit that will exist June 30th.

I think that the strongest language to use in telling you that a deficit cannot exist on June 30th is by stating that if any deficit does exist you will personally have to make good.

Congress appropriated a specific sum of money for the operation of the Truxtun project and the U. S. Treasurer will not honor any checks in excess of the amount appropriated.

I, of course, cannot advise you as to what items will have to be cut, as I am not conversant with every detail, but in reviewing the statement accompanying the letter to Mr. Reed there is the item of $821.92 for payroll. If none of the other items can be cut you will have to dispense with the services of sufficient people so that the deficit of $224. will not exist, or else you will have to pay it yourself.

Yours very truly,

UNITED STATES HOUSING CORPORATION

F. S. Parkhurst, Jr.
Acting Manager, Operating Division

FSP:AB

Copy to Mr. Reed

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
603 THIRTEENTH STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

Truxtun, Portsmouth, Va.,
May 19, 1920

Mr. R. A. McCulloch, Mgr.,
Operating Div.,U.S.H.C.,
Washington, D. C.,

Dear Sir:

We have been extremely busy during the past week in weeding out some undesirables for the following reasons:

One party for permitting gambling in his house;
One party for attempting to operate a still;
One party, a woman, for living in adultery;
One party, a man, on the same charge.

The first two were renters and the last two purchasing. We approach the situation with care and without any publicity and ejected all parties concerned. One of the violators, a purchaser, sold his interest, the other purchaser will rent her house, and the two renters ejected.

We also patch up differences between two families; settled three neighborhood fights on account of children and ~~xxxxx~~ encouraged two parties who were ready to default in their contracts to hold on.

We have our Truxtun Property Owners Association fully organized and going strong.

We also interested the Truxtun Mothers Club to start a campaign for playground equipment and a campaign is now on to raise $200 for such equipment.

We have encouraged athletics and we have the Truxtun Athletic Club with a first class ball team that is cleaning up all teams in this neighborhood; tennis clubs and other forms of out door amusements are now under way.

I have given the Mothers Club the honor to have charge of the reception and program in the opening of the new school.

These are some of the things we have had up for consideration and settlement during the past week and of course, others will come up from time to time. We have always tried to do whatever we felt was for the best interest of the United States Housing Corporation and the many desirable people who have their earnings invested at Truxtun.

Very truly,

Fred D. McCracken

Fred D. McCracken,
Operating Reprsentative,

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
603 THIRTEENTH STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

MAY 20 1920

Mr. McCulloch

Truxtun, Portsmouth, Va.,
May 19, 1920

RECEIVED MAY 20 1920 ANSWERED OPERATING DIVISION

#10

Mr. R. A. McCulloch, Mgr.,
Operating Div., U. S. H. C.,
Washington, D. C.,

Dear Sir:

I am inclosing herewith my reply to your letter of the 13th inst. which explains itself and also a letter relative to conditions at Truxtun and some of the things that will confront your Division from time to time.

It would be much appreciated if you could inform me just what would be necessary at this office; also as to office rent, heating, lighting and other necessary expenses.

Also as to the situation concerning the operation of the public utilities for next year. If it will have to be raised by taxation among the property owners after a vote on the question it will be necessary for us to begin a campaign of education so as to be able to obtain funds beginning the first of July next.

I trust that I am not premature in my request. Assuring you of my only desire to do whatever is best for the Corporation at all times, I remain,

Very truly yours,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

#10

May 12,1920

Mr. F. D. McCracken, Op. Rep.
U. S. Housing Corporation
Portsmouth, Va. Truxtun, R.D.

Dear Sir:-

Your report for the 8th has not yet been received. It is important that I receive these reports on Monday in order to make up my weekly statement which cannot be completed if any one of the reports is missing. Will you kindly see in the future that reports are mailed in time to reach me on Monday.

Very truly yours,

UNITED STATES HOUSING CORPORATION

R. A. McCulloch
Manager, Operating Division.

McC/w

10

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
603 THIRTEENTH STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

McCulloch

Truxtun-Portsmouth, Va

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

May 5, 1920

RECEIVED MAY 6 1920 ANSWERED OPERATING DIVISION

Mr. R. A. McCulloch, Mgr.,
Operating Div., U.S.H.C.,
Washington, D. C.,

Dear Sir:

Replying to your letter of the 30th relative to the popularity of houses as to type as sold at Truxtun-project. My delay in sending this information is due to the fact that I have been unable to get hold of the book of appraisals of the Truxtun-Project which contains information as to the various types of houses on the project. I have been informed by Mr. Hardendorf, who has the book, that he would turn it over to me as soon as he was through with it. He also stated to me today that he had sent the information requested.

Very truly,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

#10

April 30,1920

Mr. F. D. McCracken, Op. Rep.
U. S. Housing Corporation
Portsmouth, Va. Truxtun.

Dear Sir:-

A month or two ago I wrote you asking for report on the relative popularity of the houses, listing them according to type number or letter and also the reason for the preference for the one type over another. As the sale is now complete, it should be quite practical to determine which types sold the best, which second best, etc. Will you kindly send me this report as soon as possible as it is important that we redeive it without further delay.

Very truly yours,

UNITED STATES HOUSING CORPORATION

R. A. McCulloch
Manager, Operating Division

McC/w

10

April 14,1920

Mr. F. D. McCracken, Op.Rep
U. S. Housing Corporation
Portsmouth, Va.
Truxtun R.D.

Dear Sir:

At the request of the Fiscal Division, you are advised that the following information must appear on the individual appropriation ledger accounts, to make the Cost Accounting System available for the use of the Fiscal reports, thereby avoiding the keeping of a separate record.

Date of check payment
Name of payee
Check number
Voucher number
Amount

The ledger accounts should also state the distribution in addition to giving the symbol number; that is the column headed "Accounts or Particulars" should be filled in in all cases.

The Cash Sheet will be in such form that the schedule of receipts can be copied directly therefrom and the same will apply to disbursements from the individual appropriation ledger accounts.

In addition to the requirements of the Fiscal Division, one change from present practice is necessary. All expenses incurred must be entered as soon as the order is given, without waiting for the rendering of a bill. This means that when an order is given the amount of the obligation must be ascertained. The only permissable exception will be such running accounts as telephone, light and water, the cost of which cannot be determined in advance.

Yours very truly,

UNITED STATES HOUSING CORPORATION

R. A. MCCULLOCH,
Manager - Operating Division.

#2076.

OFFICE MEMORANDUM

RECEIVED
APR 13 1920
ANSWERED
OPERATING DIVISION

#10

TO: R. A. McCulloch, Manager, Operating Division

FROM: L. E. Reed, Chief Traveling Auditor

DATE: April 13th, 1920

SUBJECT: TRUXTUN, VA.

You are advised that on April 2nd, 1920, Fred D. McCracken, Special Disbursing Agent at Truxtun, deposited $491.94 to the credit of his checking account. We have ascertained that it was quite proper for him to do so, and it amounts to increasing the unexpended balance of his appropriation in that sum.

L. E. Reed

LER/CT

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
603 THIRTEENTH STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

April 13,1920

#10

Mr. Fred D. McCracken, Op. Rep.
U. S. Housing Corporation
Portsmouth, Va. Truxtun, R.D.

Dear Sir:-

Your report for April 10th form 2068 has not been received, nor have I received your weekly report of personnel. It is important that these reports be made out and mailed promptly every Saturday. Please see that in the future they are so mailed and that the personnel report contains the complete list of all those who appear on your pay roll.

Very truly yours,

UNITED STATES HOUSING CORPORATION

R. A. McCulloch,
Manager, Operating Division

McC/w

Recd

#10

April 13,1920

Mr. Fred D. McCracken, Op. Rep.
U. S. Housing Corporation
Portsmouth, Va. Truxtun, R.D.

Dear Sir:-

Your report for April 10th form 2068 has not been received, nor have I received your weekly report of personnel. It is important that these reports be made out and mailed promptly every Saturday. Please see that in the future they are so mailed and that the personnel report contains the complete list of all those who appear on your pay roll.

Very truly yours,

UNITED STATES HOUSING CORPORATION

R. A. McCulloch,
Manager, Operating Division

McC/w

#10

April 3,1920

Mr. F. D. McCracken, Op. Rep.
U. S. Housing Corporation
Truxtun, R.D.
Portsmouth, Va.

Dear Sir:-

With this letter I am forwarding you copies of the revised form of weekly report as mentioned in Mr. Macomber's letter of the 1st. Supplementing his letter, permit me to impress upon you the importance of becoming familiar with the method of keeping the uniform accounts, as it will be incumbent upon the Operating Representative to do the greater part of this work personally as soon as the houses are sold.

It is our intention as soon as practical to reorganize each of the field offices of the Operating Division placing them on the permanent basis which we expect to maintain after the first of July, when, in all probability, the affairs of the Housing Corporation will be turned over to the Treasury Department.

As the appropriation for the fiscal year beginning July 1st 1920 will provide only for a representative with sufficient additional funds at the best for but part time employment of a stenographer, it is essential that the Operating Representative become personally familiar with all parts of the work so as to be in a position to carry it out without aid. If you do not care to carry on the work on this basis, I trust that you will let me know as soon as convenient, that such changes as may be necessary, may be made within the next month or two. If you wish to take up this work, the Cost Engineer will give you such advice as may be necessary to enable you to familiarize yourself with the details, which result I will expect you to have accomplished by the first of May, so that it will be unnecessary for us to have a Cost Engineer at the project after that date.

Very truly yours,

UNITED STATES HOUSING CORPORATION

R. A. McCulloch
Manager, Operating Division

McC/w

10

March 19, 1920

Mr. W. D. McCracken,
Operating Representative,
Truxtun, Portsmouth, Va.

Dear Sir:

Will you kindly, in consultation with the Sales Representative, prepare and send us a statement, showing which type of houses have proven the most popular, that is to say, which ones have sold the best. Similarly, state the other types in order of their popularity.

This can best be determined by comparing the sales and rental records, to see which ones the tenants preferred to rent, and also which they preferred to purchase.

If possible, we should like to know whether there are any special reasons why one type is more liked than another.

Yours very truly,

UNITED STATES HOUSING CORPORATION

R. A. McCULLOCH,
Operating Division

RAM/MS

10

OFFICE MEMORANDUM

TO: W. L. SOLEAU, COMPTROLLER
FROM: R. A. MCCULLOCH, MANAGER OPERATING DIVISION
DATE: MARCH 17, 1920

SUBJECT: COST AT TRUXTUN, VIRGINIA.

Will you kindly let me have the following information on Truxtun, Virginia.

Field payment to December 1, 1919 . . . . . .$

Amount paid for land in the Field . . . . . .$

Contractor's fees paid in the Field . . . . . .$

" " " " Washington . . . . . .$

Amount paid for Architects fees . . . . . .$

" " " Town Planners Fees . . . . . .$

" " " Engineers fees . . . . . $

Salaries of Field men (Works Supt., Auditor, Cost Eng. and Disbursing Officer) paid from Washington office . . . . . .$

Miscellaneous payments to Contractors, Vendors, ect., from Washington office other than payments of loss for cancellation . . . . . .$

Insurance paid during construction . . . . . .$

Real Estate . . . . . .$

Origional cost of surplus material - if any . . . . . .$

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
13TH AND G STREETS NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

Received at
U. S. HOUSING CORPORATION
MAR 15 1920
Referred
Mr.
Mr.
Mr.
FILE

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

Truxtun-Portsmouth, Va.,
March 13, 1920

Mr. R. A. McCulloch, Mgr.,
Operating Div., U. S. H. C.,
washington, D. C.,

#10

Dear Sir:

I am unable to send a report of the operating of Truxtun at this time due to Mr. Hardendorf not being able to make a complete report to me of his sales. However, every house and store is sold and the Selling organization ~~xxexxxx~~ is now at work back-checking their services. The sale at Truxtun has been a wonderful success and Mr. Hardendorf deserves great credit for his services.

As a partial report, we have $898.63 as rent receivable. A large percent of this amount is due from penants who purchased and requested additional time to pay up their rent in arrears. we have deposited in the American National Bank, Portsmouth, Va., to date, the sum of $52,056.58.

Very truly,

Fred D. McCracken

Fred D. McCracken,
Operating Representative,

Routing #10

March 9, 1920.

Mr. W. A. Gregg,
C/o U. S. Housing Corporation,
R. F. D.,
Portsmouth, Va.

Dear Sir:

Enclosed herewith you will find copies of your weekly report as per your request contained in letter dated March 5, 1920.

Yours truly,

UNITED STATES HOUSING CORPORATION,

M. C. Dorsey,
Operating Representative.

MCD-CLF

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
613 G STREET NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

MAR 8 1920
Referred to
Mr. Howe
Mr.
Mr.
Mr.
FILE

ADDRESS ALL CORRESPONDENCE TO THE CORPORATION
REFER TO

Truxtun, Va.,
March 5, 1920.

Mr. willard Howe,
Mgr. Operating Div.,
U.S.Housing Corp.,
washington, D. C.

Dear Sir:-

Through an oversight on our part, all three copies of our weekly report for February 28th, were sent you.

Kindly see that a file copy is returned to this office as soon as possible, as our weekly report of tomorrow will have to be held up pending receipt of this report.

Thanking you for your prompt attention, we are

Yours very truly,

UNITED STATES HOUSING CORP.,

Per W. A. Grey
Eugene R. Hardendorf,
Selling Representative.

pg

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
13TH AND G STREETS NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

Received at U. S. HOUSING CORPORATION MAR 8 1920
Referred
Mr.
Mr.
Mr.
FILE

Howe

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

10

Truxtun, Portsmouth, Va.,
March 6, 1920
Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.C.,
washington, D. C.,
(Subject: weekly Report, March 6th.)

Dear Sir:

It is not possible at this time to send in a weekly report as to rents and sales today. Mr. Hardendorf, Selling Agent, U. S. H. C., at Truxtun, has been extremely busy today on urgent official business relative to Cradock and we are unable to make a report as to his division.
I have been able to gether, however, they have completed about 194 contracts, which includes all double houses; there are a few who have not completed their offer to purchase agreement and from what I am able to gether, there are six houses left for sale. So without definite information, we are not able at this time to forward a complete report.

I also note in your form there is no ~~xxxxxx~~ column for reporting the sale of vacant lots.

The selling has been a great success and the U. S. Housing Corporation is being highly praised and commended for its humane interest it has had in Truxtun. The following prominent Negroes have visited Truxtun within the past week and commended the U. S. Housing Corporation for making Truxtun possible:

Dr. Emmet J. Scott, formerly Private Secretary to Dr. Booker T. washington, formerly a member of the Liberian Commission of the United States; Special Assistant Secretary of war and now Secretary-Treasurer, Howard University, washington, D.C.

Mr. Claude Barnett, Chicago, Ill., President of the Afro-American Press Association.

Mr. J. M. Avery, Durham, N.C., Vice-Pres., largest Negro Life Insurance Co., in the world.
Mr. W. G. Pearson, President, Mechanic-Farmers Bank, Durham, N.C.
All of these gentlemen have made or will make investments at Truxtun.

Very truly,
Fred L. McCrack
Operating Representative,
Truxtun-Portsmouth, Va.

Truxton #10

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

Received at U. S. HOUSING CORPORATION FEB 10 1920 Referred to Howe Mr. Mr. Mr. FILE

CRADOCK, VA., February 9, 1920

Mr. Willard Howe, Manager,
Operating Division,
Washington, D. C.

Dear Sir:-

Saturday evening I went over the details of an appropriation with Mr. McCracken at Truxton and the following estimate is submitted for your consideration:

Approximate amount spent to date ---------$6,000.00

January 1st to July 1st, 1920, Estimated:

Salaries	1,850.00
Maintenance	500.00
Garbage Collection	800.00
Office Expense	175.00
School Expense	2,000.00
Street Lighting	250.00
Hydrant Rental	550.00
TOTAL	$12,125.00

I understand that the total appropriation is $12,500 which will leave only $375.00 for contingencies. The salaries are sub-divided as follows:

Operating Representative	$1,250.00
Assistant to Operating Representative	600.00

The School money is sub-divided as follows:

Principal,	6 months	@	$100.00	$ 600.00
1st Grade Teacher,	6 Months	@	$60.00	360.00
2nd " "	6 "	@	44.00	264.00
3rd " "	6 "	@	40.00	240.00
Janitor	6 "	@	25.00	150.00

Heating, Lighting, Water and Miscellaneous - $386.00, making a total of $2,000.00.

As I told you on the telephone Saturday afternoon this will not leave any balance that we can safely figure on using to place the houses in proper condition for sale.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

CRADOCK, VA., February 9, 1920.

Sheet #2.

Mr. Willard Howe,

About the last of December Mr. Hardendorf wrote to Mr. Brigham asking for a special appropriation of $550.00 to make necessary repairs to the houses - this to be a special appropriation authorized by the Board of Directors. This special appropriation should be made immediately as the sale of the property is now advancing and it is suggested that Mr. Hardendorf be notified by telegram of the action taken by the Board of Directors.

Yours very truly,
F. H. Parkhurst

CC: Mr. F. D. McCracken

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
13TH AND G STREETS NORTHWEST—P. O. BOX 1903
~~WASHINGTON, D. C.~~

Received at
U. S. HOUSING
CORPORATION
FEB 6 1920
Referred to
Howe
FILE

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

Truxtun, Portsmouth, Va.,
Feb. 5, 1920

#10
X#12
X#20

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.C.,
Washington, D. C.,

Dear Sir:

We have more vacancies this week than we have had since early in the fall. This is due to the large reduction of the force in the Navy Yard, and tenants, who are not in a position to buy, moving back to the farm or into cheaper quarters. I have also ejected two tenants for non-payment of rent and notices served on others to leave by Saturday unless they ~~xxx~~ come in and pay up by that time. There is a large surplus ~~if~~ of idle men in the Tidewater district due to conditions in the Navy Yard and Army Base.

DAMAGED BY RAIN:
For the past 48 hours we have had a heavy down pour of rain. Many of the houses are leaking badly and causing considerable damage to house-hold furnishings. You may recall my previous letter to you on this subject.

Our sewage system or storm sewers have stood the test and we have but little complaint. However, the one at Key Road and Deep Creek Bvd. and the one at Dale and Key Road, seem to be too small to carry off the water. Your Operating Representative and his maintainance men were on the go all day yesterday opening up drains and keeping the water on the move. We want the project in as good a condition as possible for the sale.

Mr. Hardensdorf and his force are now at Truxtun preparing for the sale. He will have a hard and difficult task but I believe he will be able to close out in ~~x~~ reasonable time.

Very truly,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

18

February 2, 1920

Mr. F. D. McCracken,
Operating Representative,
Trustub R. F. D.,
Portsmouth, Va.

Dear Sir:

I am enclosing a new form of Weeklu Report, which I desire to have you fill out at the close of business each Saturday night and forward to this office at once by mail. It is necessary for us to complete this report covering all projects the first of each week.

You will note that this is a combination report, covering the Operating and Real Estate Divisions. Please discontinue at once the use of the old fom of weekly report for the Operating Divisbn . If the sale of the houses had started at your project, it may be possible to follwo out the old form as given at the top of the enclosed form. However, if sales have been started at your project, you will be held responsible for filling out the upper half of the enclosed form, taking it to the selling representative, to have him fill in the desired information and attach his signature.

We fully realize the difficulties of getting out a report, covering the expenses of collecting of rents on projects where houses are being sold. I would like to have you divide your office expenses in a separate letter each week, attaching such letter to your weekly report. State in this letter what percentage is really chargeable to the collection of payments on property sold.

As an example -- on a project where the total rentals are $25,000 monthly, of which $10,000 is being received in rentals, and on the balance of the houses, the monthly payments are two fifths. Under such conditions, two fifths should be charged under your Operating Report as an expense to collect those rentals. The balance of three fifths should be chargeable to the collection of pay,ents on property sold.

As we are just changing from Operating to Sales, it is not justifiable to show the total expense for collecting a certain percentage of the rents, when four fifths of the time of the office force is engaged in making contracts for sales in helping the Sales Division.

I would appreciate your giving this report your attention each week.

Yours very truly,
UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
13TH AND G STREETS NORTHWEST—P. O. BOX 1903
WASHINGTON, D. C.

Received at
U. S. HOUSING
CORPORATION
JAN 28 1920
Referred to
Mr. Howe
Mr.
FILE

IN ANSWERING, PLEASE REFER TO THIS LETTER BY ITS DATE AND NAME OF WRITER. DIRECT YOUR REPLY, HOWEVER, TO THE UNITED STATES HOUSING CORPORATION AND NOT TO THE INDIVIDUAL.

Truxtun, Portsmouth, Va.,
Jan. 27, 1920

#10

Mr. Willard Howe, Mgr.,
Operating Div., U. S. H. C.,
Washington, D. C.,

Dear Sir:

Several of the tenants have given notice that they will vacate the premises by February first next, due to the fact, as they claim, they will not be in a position to purchase on any terms. Also some are preparing to return to the farm. I will also be compelled to eject three for non-payment of rent. The Navy Yard has made a big cut in its force which included a number of our tenants. We have had a number of inquiry for purchase by ~~many~~ residents of Norfolk and Portsmouth. As soon as the houses are opened up for sale to those who do not reside on the reservation we will be in a position to fill the vacancies by purchasers.

Very truly,
Fred D. McCracken
Fred D. McCracken,
Operating Representative,

10

RECORDED BOND

xJanuary 19, 1920.

Mr. F. D. McCracken,
Operating Representative,
Truxtun, Va.

Dear Sir:

In order to further protect yourself, I would suggest that you get up a form similar to the enclosed, having same numbered consecutively, with the proper heading of the Corporation, first sheet perforated and marked "Original", second sheet marked "Duplicate," but not perforated, and to remain bound in book; these to be bound inbooks of 50 or 100, with cheap paper binding.

I would suggest that you immediately have these order books made up, for work and material that you wish to order, and you should notify all the people from whom you order work done or purchase material, that the original must always accompany their monthly statement or you will not honor their statement.

Please confer with Mr. H. L. Beach so that the forms covering Cradock and Truxtun can be printedat the same time.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

#10

OFFICE MEMORANDUM

TO: MR. H. A. BERGHAM, Mgr. Real Estate Division
FROM: WILLARD HOWE, Mgr. Operating Division
DATE: January 15, 1920.

SUBJECT: TOTAL RENTALS RECEIVED FROM TRUXTUN, VA., AS OF December 31, 1919.

In answer to your recent request that the Operating Division furnish you the total amount of moneys collected, from the beginning of operation at Truxtun to the close of December 31, 1919, we submit to you the following:

Twenty-nine thousand, two hundred sixty Dollars and 89/100 ($29,260.89).

WILLARD HOWE
Manager - Operating Division

WH RH

/

#10
X #21
X #2

OFFICE MEMORANDUM

TO: MR. L. E. REED, Chief Traveling Auditor
FROM: WILLARD HOWE, Mgr. Operating Division
DATE: January 14, 1920.

SUBJECT: RENTAL COLLECTIONS - TRUXTUN, VA.

In order to make the appraisal complete of the houses owned by the Corporation at Truxtun, the Operating Division furnish furnish the total receipts received from rental of the Corporation properties at Truxtun, from the beginning of operation to December 31, 1919. Would it be possible for you to furnish me with this information; this is to be attached to the appraisal.

For your additional information, please find attached statement received from Mr. F. D. McCracken, Operating Representative, of rentals received from July 17 to December 31, 1919.

Willard Howe

WILLARD HOWE
Manager - Operating Division

WH RH

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

Received at
U. S. HOUSING
CORPORATION
JAN 14 1920
FILE

~~CRADOCK, VA.~~

TRUXTUN, VA.

Jahuary
Twelfth
1 9 2 0.

Mr. Willard Howe,
Manager-Operating Division,
U. S. Housing Corporation,
13th & G Sts., N. W.,
Washington, D. C.

Dear Sir:

Enclosed please find total rentals received from Truxtun from the beginning of my entrance upon duty here to the close of December 31, 1919. There being no records here prior to July 17th, of receipts in total, and all of the duplicate receipts prior to that date having been turned over to the Cradock office, I am unable to furnish you with a report prior to July 17th, 1919.

Hoping that this will cover the ground you desire, I am

Very truly yours,

FRED D. McCRACKEN,
Operating Represen.

1-Enclosure.

FDMcC/PF.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

[redacted]..

TRUXTUN, VA.

January 12, 1920.

TOTAL RENTALS RECEIVED FROM TRUXTUN, VA.,

July 17-December 31, 1919.

****

July 17th------	Cash On hand in office--------		$ 72.24
" 31 ------	Rent receipts	July 17-31------	656.83
August 31------	" "	Aug. 1-31-------	4426.62
September 30---	" "	Sept.1-30-------	4232.24
October 31-----	" "	Oct. 1-31-------	4652.78
November 30----	" "	Nov. 1-30-------	4963.35
December 31----	" "	Dec. 1-31-------	3462.03

TOTAL RECEIPTS, July 17-Dec.31-$22,466.09.

Fred D. McCracken
O. R.

****
****
****

18

January 14, 1920.

Mr. Fred D. McCracken,
Operating Representative,
Truxtun, Va.

SUBJECT: OPERATING APPROPRIATION

Dear Sir:

I again call to your attention the fact that you must watch the expenditures of your project most carefully, and under no condition should the expenditures exceed the appropriation; in other words, if the greatest of care is not taken you will find yourself in a most serious condition, with no means of even paying your own salary or that of the help you have employed.

You have already had the advantage of operating your project for a period of six months, from July 1, 1919, to January 1, 1920. You still have approximately six months in which to operate under the appropriation as made by Congress under the Civil Sundry Bill.

I wish you would go over the amounts you have paid out of the appropriation for the past six months, and advise me at once if you think you will be able to continue the operation of your project for the balance of the fiscal year, ending July 1, 1920.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

#10

OFFICE MEMORANDUM

TO: MR. L. E. REED, Chief Traveling Auditor
FROM: WILLARD HOWE, Mgr. Operating Division
DATE: January 14, 1920.

SUBJECT: RENTAL COLLECTIONS - TRUXTUN, VA.

In order to make the appraisal complete of the houses owned by the Corporation at Truxtun, the Operating Division furnish furnish the total receipts received from rental of the Corporation properties at Truxtun, from the beginning of operation to December 31, 1919. Would it be possible for you to furnish me with this information; this is to be attached to the appraisal.

For your additional information, please find attached statement received from Mr. F. D. McCracken, Operating Representative, of rentals received from July 17 to December 31, 1919.

WILLARD HOWE
Manager - Operating Division

WH RH

#10

January 10, 1920

Mr. F. D. McCracken,
Operating Representative,
~~Truxtun R. E. D.,~~
Portsmouth, Va.

Dear Sir:

In order to at once furnish information to the Real Estate Division, before the approval of the sales at Truxtun is given, it will be necessary for you to at once give the total results received from Truxtun from the beginning of operation to the close of December 31, 1919.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MS

Special

DEPARTMENT OF LABOR

OFFICE OF THE SECRETARY

WASHINGTON

Received at
U. S. HOUSING
CORPORATION
JAN 7 1920
Referred to
Mr. Howe
Mr.
Mr.
Mr.
FILE

January 7, 1920.

Mr. Willard Howe, Manager
Operating Division
U.S. Housing Corporation
Washington, D.C.

My dear Mr. Howe:

I am enclosing my report redrafted.

Yours very truly,

Fred D. McCracken.

Operating Representative
Truxtun Project 150-C.

McC/C

January 3, 1920

Mr. F. D. McCracken,
Operating Representative,
Truxtun R. F. D.,
Portsmouth, Va.

Dear Sir:

The Report of the Senate Committee on Public Buildings and Grounds makes some very unfair allegations against the U. S. Housing Corporation. Enclosed I send you copy, togher with other information of Mr. Sherman's reply.

In order to offset the misleading impression conveyed, it is necessary to have publicity. Please deliver this article to the editor of your local paper for publication. Kindly send me copies of such articles as you secure publication of.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MS
Enclosures

OFFICE MEMORANDUM

#18

FROM: WILLARD HOWE, MANAGER - OPERATING DIVISION
TO: DR. FORD
DATE: January 2, 1920.

SUBJECT: ITEMS OF INTEREST-OPERATING DIVISION FOR VOLUME ONE
TRUXTUN, VIRGINIA

I believe that the material attached, covering the operation of the Truxtun houses, is fully covered by the two reports attached and signed by Fred D. McCracken, Operating Representative, and I feel that there are a number of points that you can bring out to the advantage of Truxtun and the Operating Division.

I am of the firm belief that the successful operation of the Truxtun project will be of great benefit to the Negro race, and I think that in various parts of the country there will be similar developments built up, with the idea of meeting the housing facilities of the Negro and of making better citizens.

Willard Howe

WILLARD HOWE
Manager - Operating Division

WH/MB
Enclosure/

C O P Y

To: Mr. Willard Howe, Mgr., Operating Division, U. S. Housing Corporation, Washington, D. C.

From: Fred D. McCracken, Operating Representative, Truxtun-Project 150-C, Portsmouth, Va.

Subject: Special report as to the operation of Truxtun.

Your Operating Representative reported to Mr. Kennedy, Assistant-in-Charge at Truxtun-Project-150-C on the 16th day of July, 1919. He found ready for occupancy 250 new houses and at the close of the week's business ending July 12th, 161 of the houses occupied with a large list of applications on file. The stores, four in number, and apartments over stores, under construction. There were also four old houses, three of them were vacant and one used as an office for the U. S. Housing Corporation. No one up to that time could rent a house on the project unless he was employed in some Government capacity.

However, it was rumored but not definitely confirmed, that the employees of the Navy Yard, both white and colored, had entered into a conspiracy to refrain fro moving in the Cradock and Truxtun houses as a protest to the rents charged and by this was hoped to have the rents reduced.

During the last of July notices were published that on the 15th day of August the houses in Truxtun would be open to the public without any restriction as to the applicants employment. The office soon became swamped with applications from Navy Yard employees as well as from citizens not in government service.

THE SELECTION OF TENANTS: A committee was appointed by the former Operating Representative composed of men employed in the Navy Yard who were not residents of Truxtun but manifested a very sincere interest in the project, to pass on all applications. After observing the conduct of many of the tenants I found that many undesirables had been favorably passed upon by the committee and were residing in Truxtun.

In order to obtain the best type possible as Tenants your Operating Representative issued an order that "all applicants had to report in person for personal interview." After filling out their application the applicant would be informed in a sympathic but yet forceable manner as to the rules and regulations governing Truxtun; the desires and aims of the U. S. Housing Corporation and also what was desired on the part of the tenant; that disorder and unlawful acts would not be tolerated; their homes had to be kept in the best of condition; their rent paid promptly and that any violation of rules, regulations or orders meant immediate ejection. If they showed a willingness to comply they were immediately assigned if not they were rejected. I am very glad to report that most of them expressed a sincere desire to abide by all rules and regulations and their chief reason for desiring to reside in Truxtun "was to have a clean and wholesome place for their little ones. In this way we have been able to get a very good class of tenants and have had no trouble with them because they knew and understood what we desired.

TOWN GOVERNMENT*CIVIC ORGANIZATIONS: There was in existence at the time of my arrival a committee of citizens composed of nine members, three being women, acting in an advisory capacity to the former town manager. This committee was divided into the three following sub-committees; Law and Order, Health and Sanitation and Community Betterment. There was also a weekly meeting by the tenants called Town Council.

I soon discovered that Truxtun presented a very unique situation. With a thousand Negroes residing in a given area, with a Negro Town Manager, with business houses to be conducted by men of their own race, with adequate school facilities planned and under way and with most favorable conditions for development of all that meight be good in mankind, here could be developed a model Negro community as an experiment, to show what Negroes could do under favorable conditions and circumstances and would also be a remedy for the housing ills that confront the Negroes in every city of our land.

Your Operating Representative soon realized that it had to be a process of education as many complications would present themselves caused by misunderstanding and misconception of our aims and desires. However, by personal contact, talks and calls, with an expression of sympathy and sincere desire to help them and also seeking their help, advice and council, their good will and sympathy was soon won.

To carry out out desires and aim to make Truxtun a community of self-government, the Advisory Committee was reorganized with a more representative class of tenants. Dr. A. C. Johnson, a Negro Physician residing on the project was made Health and Sanitation Officer. Block organization was put in operation with a Captain and Lieutenant in charge of each block. Each block held weekly meetings and there discussed questions of interest to their particular block and of general interest concerning the welfare of Truxtun. The Block Captains and Lieutenants met in weekly meetings with your Operating Representative and his Advisory Committee and in this way we received direct expressions from the tenants on matters affecting their interest and in the interest of Truxtun.

A town meeting was held every two weeks in the old mess hall and largely attended by bothmen and women. At these meetings, the Captains and Lieutenants as well as the Advisory Committee submitted their recommendations or reports which were adopted or rejected by those present. Free and unlimited discussion, under proper procedure, was had and every citizen made to feel that he had a part in the operation and conduct of the affairs in Truxtun which might not conflict with the rules and regulations of the U. S. Housing Corporation.
At these town meetings opportunity was given to have some noted speaker from Portsmouth or Norfolk to speak on such subjects as "Thrift, Care of the Home, Good Citizenship, Steady Employment." So far, our experiment has been a success.
POPULATION OF TRUXTUN: Early last fall a census was made of Truxtun and the tabulated returns showed that there are 1000 people residing on the project Nearly all of the heads of households are able to read and write but possess only limited education. There is a sincere desire on their part to educate their children.

Most of the residents are newcomers to Portsmouth, formerly residing in nearby counties in North Carolina, coming to Portsmouth during the demand for labor in the Navy Yard. Their average pay is $3.68 per day. However, there are a few receiving a higher wage, but these men are classed as helpers with an average pay of about $4.50 per day. Those who are not employed in the Nayv Yard work in nearby mills and factories at the same schedule of pay.

There are a number of very refined, cultured and educated families residing in Truxtun. They hold good paying positions in the Navy Yard. They are well pleased with conditions here and have been of great help and assistance in our work. Undoubtedly fully 90 percent of the people residing in Truxtun have been the victims of poor housing, without any modern facilities, and in congested quarters, and in sections where disease, crime and ill-health prevailed. In making their applications for houses in Truxtun, nearly all of them gave as their reason to reside in Truxtun "toget in a clean and sanitary house and whereby they could raise their families in an atmosphere free from evil tendencies".
Your Operating Representative makes the rounds of the project three times daily for observation purposes, and on many occasions visits the houses, and I am very glad to report that fully 95% of the houses are kept in a neat, clean and orderly manner, and only show the ordinary wear. There are about five houses not in a very good condition due to the large families that occupy the same. Nearly all take a sincere pride in thier home and welcome inspection.
CARE OF THE LAWNS: One of our chief problems has been to get the tenants to properly care for their lawn. There is a tendency for them to allow the accumulation of cans and other refuse and to neglect to take in their garbage can after the collection of the garbage. We have endeavored to impress upon them that such a condition mars the beauty of their lawns and that the Housing Corporation beautified their yards and lawns by setting out beautiful flowers, trees and vines, and that such unsightly collections only reflects the character of the occupancy.

COLLECTION OF RENTS: There are at Truxtun 250 new houses, four old houses, four apartments, and four store buildings. When 100% occupied, the project has a gross rental of $5,136 per month. From July 1 to present date, the total amount as "Lost in Rents" amounts to $256.67. We are making strenuous efforts to collect $41.75 of this amount by persons yet employed in the Navy Yard.
The tenants pay their rents semi-monthly, the first and 16th of each month, two weeks in advance. The payments of rent in advance is something rather new to them and it has been a process of education to prevail upon them to comply with our regulations.

BUSINESS HOUSES: There are in Truxtun four stores operated by Negroes. A grocery-meat business, with a clean stock of goods, and doing an excellent business. A drug store, general merchandise and barbershop-pressing shop. All of the business houses are well patronized by the citizens of Truxtun as well as by many outside of the project.

HEALTH: Truxtun situated on one of the highest points in Norfolk County, Virginia, with its excellent drainage system, wide streets, free from congestion of any sort, with its inhabitants living under the best possible conditions, the health of its citizens could not be otherwise than good. Although situated in a malarial climate, only a few cases of malaria of a severe nature were reported.
So dar, only five deaths have occurred in Truxtun. An infant, and an old man suffering from old age and complications; one man from pneumonia; another man from intestinal trouble, and a woman from heart disease. The last two were not residents of Trustun, but only taken in by friends living on the project a few days before death.

HEALTH WEEK: During the Fall we put on a health and clean-up campaign week.

Notices were posted explaining what was desired by the tenants in making the campaign a success. Yards were raked and cleaned and the house thoroughly renovated. The women of Truxtun were assembled and talks on health were given them by two trained nurses and on the last day of the campaign Lieut. Davidson, of the U. S. Navy, and a physician on duty at the Navy Yard gave an excellent talk on health and sanitation to the citizens of Truxtun. This campaign was indeed very helpful.

SANITATION: The low death rate and splendid health record could only be maintained by carefull watchfullness over the conditions that might not be conducive to good health, and also by the splendid service rendered gratis by Dr. Johnson, our Health and Sanitation Officer. Low places were drained and crude oil sprinkled wherever there was stagnant water. Refuse not permitted to accummulate, and garbage collected three times a week, and the tenants compelled to have their garbage cans ready for the collector and immediately when emptied returned to their back yards.

FIRE PROTECTION: Although being connected by fire alarm boxes with the City of Portsmouth, Truxtun also have a volunteer fire company, There are five little houses located at various places on the project each house containing a large fire extinguisher. The members of the fire company are all residents of Truxtun.

PUBLIC SAFETY AND POLICE PROTECTION: Truxtun at present has two police maintained by the U. S. Housing Corporation. They are the only white persons connected with the operation of the project. They are a splendid type of men, and personally know every man, woman and child on the project. They have an honest and sincere interest in Truxtun and have co-operated to the fullest extent with your Operating Representative, They have been firm in enforcing the laws, rules and regulations and yet kind and sympathetic. The high standing of moral conduct that exists in Truxtun is due in a large measure to their judgment and skill in handling the many complexing matters that have come up beforethem. Not a single arrest has been made in Truxtun since your Operating Representative has been in control and whatever ejections have been made they have been accomplished without trouble. In addition to the two police, we have a reserve force comprised of twelve men who are residents of Truxtun who are called out in case of emergency.

SCHOOL FACILITIES: A temporary school for the children of Truxtun is conducted in the old mess hall. There are four teachers with an average daily enrollment of 160 pupils. A new school building, of ten rooms, of brick, is now under construction. The school is under the supervision of the School Authorities of the City of Portsmouth.

STREET LIGHTING: There seems to be ample electric lights located on the project for street lighting. However, additional lights should be placed on Deep Creek Bvd and Key Road and Belt Line Railroad to the intersection of Deep Creek Bvd and Key Road. However, I understand that the City of Portsmouth has ordered these lights to be installed.

STREETS: The streets on the project seem to be ample in width and laid in such a way as to prevent water standing. There will not be much trouble or expense to keep them up.

MAIL FACILITIES: Truxtun was on a rural free delivery service route. The mail addressed to the citizens of Truxtun was delivered in bulk to the office of your Operating Representative and there sorted and delivered to the tenants from our office. However, at the present time, Truxtun is now served two house-to-house deliveres a day from the City Postoffice of Portsmouthand there is also in operation at the drug store in Truxtun a sub-postal station for the transaction of postal business.

RECREATION AND GENERAL WELFARE WORK: Your Operating Representative soon realized that if the high ideals of citizenship were to be maintained in Truxtun, some form of recreation work had to be organized and put in operation in order to care for the leisure time of the men as well as to provide good and wholesome recreation under the proper supervision for the children. There was already formed a ball team known as the "Truxtun Giants". However, the team did not meet with much encouragement from the citizens. I called a meeting of the team, informed them what was desired and that the team would have the help, assistance and encouragement of the Operating Representative. Interest was renewed and the boys finished the season with a very creditable showing.

With the help of the women of Truxtun, picnics were held every Saturday afternoon on the lawn in front of the Administration building. Free lemonade and ice cream for the little folks.

Y, M. C. A. and Community Service of Portsmouth were invited to extend their activities to Truxtun which met ready response from both agencies. The W. M. C. A. was given charge of the religious activities and immediately organized a community church and a Sunday School. During the warm weather, services were held in the open air. However, services are now being held in the rooms of the old mess hall. The services are conducted by the ministers from the Churches of Portsmouth. The Sunday School is well organized and largely attended by both young and old.

The Portsmouth Community Service was given full charge of recreation and welfare work and soon had in operation a splendid program of activities A playground was maintained until late in the Fall, with a good daily attendance, under the supervision of some of the Truxtun women who took social training under the directress of the Portsmouth Club. The Community Service also organized a Mothers' League, Young Girls Club, Choral Club, and a Forum or Liberty Club. These clubs are in full operation and doing splendid work.

LODGES: There has also been organized a lodge of the Masonic Order and also a lodge of the Womens' Branch of the Order of Tents. Both organizations are flourishing.

LIBRARY: We have also in operation a library with about 500 books furnished by the American Library Association with a volunteer worker in charge. The library is open during certain hours in the week..
Truxtun also has a Community Xmas Tree. A large star connected with Electrical service was placed in one of the beautiful native cedar trees on the new school house lawn.

REPORT -TRUXTUN
WH-p-o

Your Operating Representative fully realized the tremendous responsibility that was upon hin in accepting the position. Thatmany serious and complexing problems would confront him that required cool deliberation, quick and decisive action, careful judgment and keen foresight. A slight error or faulty judgment might result in serious consequences and reflect discredit on the Negro race. Your Operating Representative has endeavored to meet every issue and problem and render full measure of service in his multiplicity of duties and in such a way that might reflect great g credit on his superior officials.

Your Operating Representative has always deeply impressed upon the minds of the tenants his sincere desire to help and assist them in every way; that they should come to him with their family troubles and neighborhood disputes. He has acted on many occasions a sort of Court of Domestic Relations and has adjusted many family quarrels and if not by giving the proper advice and guidance, serious results might have occurred. Many of them have come to my house early in the morning and late at night seeking advice and council as to some family dispute. And by this action we have been able to come through so far with a clean record for tTruxtun.

I am very glad to report that in carrying our our work here we have had at all times the help and encouragement of the officials of the United States Housing Corporation. Every official seems to have a personal and sincere interest in Truxtun and are at all times extending to me sympathetic advice and guidance. My only aimhope and ambition is to maintain our present condition of affairs until the U. S. Housing Corporation passes out of existence and that Truxtun-Project-150-C shall always remain as a Beacon Light of hope to the Negroes of America and an everlasting monument to the U. S. Housing Corporation.

Respectfully submitted,
December 30, 1919.

(signed) Fred D. McCracken
Fred D. McCracken
Operating Representative
Truxtun-Project-150-C

C O P Y

Truxtun, Portsmouth, Va., Dec. 27, 1919

Mr. Willard Howe Mgr,
Operating Div., U. S. H. C.,
Washington, D. C.

Dear Sir:

I am very glad to report to you of the excellent conduct and order maintained during the week on the Truxtun project. It seems that it is a custom in this section of the country for the holidays to be a week of much joy and on many occasions resulting in disorder and serious trouble. Realizing that Truxtun being populated by Negros it was expected by many in Portsmouth and vicinity that the lid in Truxtun would be kicked off entirely and that most anything would happen during the week.

I issued notices prohibiting " the shooting of fire works and fire arms on the reservation and that sny violations would be subject to immediate arrest." The police were generous enough to be on duty twelve hours daily and time so arranged that both would be on duty at the same time from 7 P.M. to 1.30 A. M. In addition, I organized a reserve force of twelve men who reside in Truxtun who also did patrol duty up to mid-night. I also remained in the office until mid-night so as to be on hand in case of emergency.

There was but little violation of the order as to shooting of fire works and fire arms, due to ignorance of the order. There has not been a drunken person on the project during the week and no disorder of any discription.

I had an electric star placed in one of the native cedar trees on the school house ground. The electric service donated to us by the Virginia Railway and Power Co. The Community tree was greatly enjoyed and much appreciated by the tenants and favorable comments received from many white people passing along the road and through the project. On Monday next we will hold a community sing around the tree.

The school had a Xmas tree and last night the church and Sunday School had exerciaes and Xmas tree. Every child in Truxtun received a bag of candy, nuts and fruit.

If we can get by New Years Eve we have indeed been fortunate and Truxtun has established a record for itself for excellent conduct that will be a model for this section of the country. The City officials of Portsmouth should consider Truxtun an asset and not a liability as all Portsmouth seemed to go the limit in celebrating Xmas week,

Very respectfully,

(Signed) Fred D. McCracken.
Operating Representative.

COPY

REPORT*TRUXTUN
WH-p-5½

It was the desire and aim of your Operating Representative to stimulate community and civic pride and interest in Truxtun affairs on the part of the in habitants and we adopted the slogan, "Truxtun for Truxtun".

The contractor for the Truxtun school building was kind enough to give us notice when construction of the new building would begin in order that we might arrange a program for turning the first dirt. Ignoring requests from several native sons of Virginia to be permitted to turn the first dirt we arranged a program so as to permit the little children of Truxtun to have this honor. A fitting program was arranged, the little children assembled on Key Road and with little spades marched to the school ground and after prayer and singing, the children were permitted to turn the first dirt and it was greatly enjoyed by them and for years to come undoubtedly be a bright spot in their memory.

SALE OF ARMY AND NAVY SUPPLIES: When the government gave notice that government supplies would be turned over to various cities and communities for sale at reduced prices, arrangements were made with the Mayor of the City of Portsmouth for the sale of such supplies to be conducted in Truxtun for the benefit of the Truxtun residents. This act was very greatly appreciated by the residents and the sale a great success, the residents purchasing over $1000 of such supplies.

LAW AND ORDER: One of the bright spots in the splendid record of Truxtun has been the excellent conduct on the part of the inhabitants. It is true a few have been ejected for misdemeanors resulting from family quarrels. Gambling and other evil vices that have wrecked many communities have been absolutely prohibited and vigorously enforced whenever any indication of such appeared. In all of our Town Meetings we emphasized that TRUXTUN WAS NOT THE PLACE FOR LAW*BREAKERS, CRIMINALS OR BOOTLEGGERS AND THAT EVERY VIOLATION WOULD BE PROMPTLY EJECTED AND TURNED OVER TO THE CITY POLICE. During my whole experience here I have not seen a drunken person on the project or have there been any crimes committed on the part of any of the inhabitants on the reservation. The morale of the tenants has always been of a very high order. This is indeed a record that any community might feel proud to have and clearly shows the possibility of remedying housing ills that confront the Negroes in all large industrial centers and that such projects if properly managed are valuable assets and not liabilities.

TRUXTUN, NATIONAL IN ITS SCOPE: The Negroes throughout the country look upon the Truxtun project as a national institution of the Negro race. Much publicity has been given it through the Negro press and magazines throughout the country and in every instance, so far as we have learned, the notices have been favorable. Prominent Negroes from every section of the country have visited Truxtun and have personally expressed high commendation of the project and that it was far beyond their expectations.

C O P Y

Truxtun, Portsmouth, Va., Jan. 1, 1920

Mr. Willard Howe, Mgr.,
Operating Div., U. S. H. C.,
Washington, D. C.

Dear Sir:

The previous splendid conduct on the part of the inhabitants of Truxtun has continued throughout the holiday week and we begin the New Year with a clean record.

I paln to be in Washington on Monday next, Jan. 5th, to go over some matters with you and with the office of the Director Negro Economics, Department of Labor. The women of Truxtun are anxious to secure Mrs. Elizabeth Haynes, of the Women-in-Industry Service, Department of Labor, for a lecture in Truxtun.

Today I arranged for the ladies of Truxtun to keep open house in one of the rooms in the mess hall. It is sort of a "know-each-other-better" movement. We expect a large crowd of residents in attendance.

Very truly,

(Signed) Fred.D. McCracken

Operating Representative.

COPY

18

To: Mr. Willard Howe, Mgr., Operating Division, U. S. Housing Corporation, Washington, D. C.

From: Fred D. McCracken, Operating Representative, Truxtun-Project 150-C, Portsmouth, Va.

Subject: Special report as to the operation of Truxtun.

Your Operating Representative reported to Mr. Kennedy, Assistant-in-Charge at Truxtun-Project-150-C on the 16th day of July, 1919. He found ready for occupancy 250 new houses and at the close of the week's business ending July 12th, 161 of the houses occupied with a large list of applications on file. The stores, four in number, and apartments over stores, under construction. There were also four old houses, three of them were vacant and one used as an office for the U. S. Housing Corporation. No one up to that time could rent a house on the project unless he was employed in some Government capacity.

However, it was rumored but not definitely confirmed, that the employees of the Navy Yard, both white and colored, had entered into a conspiracy to refrain fro moving in the Crodock and Truxtun houses as a protest to the rents charged and by this was hoped to have the rents reduced.

During the last of July notices were published that on the 15th day of August the houses in Truxtun would be open to the public without any restriction as to the applicants employment. The office soon became swamped with applications from Navy Yard employees as well as from citizens not in government service.

THE SELECTION OF TENANTS: A committee was appointed by the former Operating Representative composed of men employed in the Navy Yard who were not residents of Truxtun but manifested a very sincere interest in the project, to pass on all applications. After observing the conduct of many of the tenants I found that many undesirables had been favorably passed upon by the committee and were residing in Truxtun.

In order to obtain the best type possible as Tenants your Operating Representative issued an order that "all applicants had to report in person for personal interview." After filling out their application the applicant would be informed in a sympathic but yet forceable manner as to the rules and regulations governing Truxtun; the desires and aims of the U. S. Housing Corporation and also what was desired on the part of the tenant; that disorder and unlawful acts would not be tolerated; their homes had to be kept in the best of condition; their rent paid promptly and that any violation of rules, regulations or orders meant immediate ejection. If they showed a willingness to comply they were immediately assigned if not they were rejected. I am very glad to report that most of them expressed a sincere desire to abide by all rules and regulations and their chief reason for desiring to reside in Truxtun "was to have a clean and wholesome place for their little ones. In this way wehhave been able to get a very good class of tenants and have had no trouble with them because they knew and understood what we desired.

TOWN GOVERNMENT*CIVIC ORGANIZATIONS: There was in existence at the time of my arrival a committee of citizens composed of nine members, three being women, acting in an advisory capacity to the former town manager. This committee was divided into the three following sub-committees; Law and Order, Health and Sanitation and Community Betterment. There was also a weekly meeting by the tenants called Town Council.

I soon discovered that Truxtun presented a very unique situation. With a thousand Negroes residing in a given area, with a Negro Town Manager, with business houses to be conducted by men of their own race, with adequate school facilities planned and under way and with most favorable conditions for development of all that might be good in mankind, here could be developed a model Negro community as an experiment, to show what Negroes could do under favorable conditions and circumstances and would also be a remedy for the housing ills that confront the Negroes in every city of our land.

Your Operating Representative soon realized that it had to be a process o of education as many complications would present themselves caused by misunderstanding and misconception of our aims and desires. However, by personal contact; talks and calls, withaan expression of sympathy and sincere desire to help them and also seeking their help, advice and council, their good will and sympathy was soon won.

To carry out out desires and aimtto make Truxtun a community of self-government, the Advisory Committee was reorganized with a more representative class of tenants. Dr. A. C. Johnson, a Negro Physician residing on the projett was made Health and Sanitation Officer. Block organization was put in operation with a Captain and Lieutenant in charge of each block. Each block held weekly meetings and there discussed questions of interest to their particular block and of general interest concerning the welfare of Truxtun. The Block Captains and Lieutenants met in weekly meetings with your Operating Representative and his Advisory Committee and in this way we received direct expressions from the tenants on matters affecting their interest and in the interest of Truxtun.

A town meeting was held every two weeks in the old mess hall and largely attended by bothmen and women, At these meetings, the Captains and Lieutenants as well as the Advisory Committee submitted their recommendations or reports which were adopted or rejected by these present. Free and unlimited discussion, under proper procedure, was had and every citizen made to feel that he had a part in the operation and conduct of the affairs in Truxtun which might not conflict with the rules and regulations of the U. S. Housing Corporation.
At these town meetings opportunity was given to have some noted speaker from Portsmouth or Norfolk to speak on such subjects as "Thrift, Care of the Home, Good Citizenship, Steady Employment." So far, our experiment has beenan success.
POPULATION OF TRUXTUN: Early last fall a census was made of Truxtun and the tabulated returns showed that there are 1000 people residing on the project Nearly all of the heads of households are able to read and write but possess only limited education. There is a sincere desire on their part to educate their children.

Most of the residents are newcomers to Portsmouth, formerly residing in nearby counties in North Carolina, coming to Portsmouth during the demand for labor in the Navy Yard. Their average pay is $3.68 per day. However, there are a few receiv a higher wage, but these men are classed as helpers with an average pay of about $4.50 per day. Those who are not employed in the Nayv Yard work in nearby mills an factories at the same schedule of pay.

There are a number of very refined, cultured and educated families residing in Trust They hold good paying positions in the Navy Yard. They are well pleased with conditions here and have been of great help and assistance in our work. Undoubtedly full 90 percent of the people residing in Truxtun have been the victims of poor housing, without any modern facilities, and in congested quarters, and in sections where disease, crime and ill-health prevailed. In making their applications for houses in Truxtun, nearly all of them gave as their reason to reside in Truxtun "toget in a clean and sanitary house and whereby they could raise their families in an atmosphe free from evil tendencies".
Your Operating Representative makes the rounds of the project three times daily for observation purposes, and on many occasions visits the houses, and I am very glad to report that fully 95% of the houses are kept in a neat, clean and orderly manner, an only show the ordinary wear. There are about five houses not in a very good conditi due to the large families that occupy the same. Nearly all take a sincere pride in thier home and welcome inspection.
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The tenants pay their rents semi-monthly, the first and 15th of each month, two weeks in advance. The payments of rent in advance is something rather new to them and has been a process of education to prevail upon them to comply with our regulations.

BUSINESS HOUSES: There are in Truxtun four stores operated by Negroes. A grocery-meat business, with a clean stock of goods, and doing an excellent business. A drug store, general merchandise and barbershop-pressing shop. All of the business houses are well patronized by the citizens of Truxtun as well as by many outside of the project.

HEALTH: Truxtun situated on one of the highest points in Norfolk County, Virginia, with its excellent drainage system, wide streets, freedom from congestion of any sort, with its inhabitants living under the best possible conditions, the health of its citizens could not be otherwise than good. Although situated in a malarial climate, only a few cases of malaria of a severe nature were reported.
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HEALTH WEEK: During the Fall we put on a health and clean-up campaign week.

Notices were posted explaining what was desired by the tenants in making the campaign a success. Yards were raked and cleaned and the house thoroughly renovated. The women of Truxtun were assembled and talks on health were given them by two trained nurses and on the last day of the campaign Lieut. Davidson, of the U. S. Navy, and a physician on duty at the Navy Yard gaven an excellent talk on health and sanitation to the citizens of Truxtun. This campaign was indeed very helpful.

SANITATION: The low death rate and splendid health record could only be maintained by carefull watchfullness over the conditions that might not be conducive to good health, and also by the splendid service rendered gratis by Dr. Johnson, our Health and Sanitation Officer. Low places were drained and crude oil sprinkled wherever there was stagnant water. Refuse not permitted to accummulate, and garbage collected three times a week, and the tenants compelled to have their garbage cans ready for the collector and immediately when emptied returned to their back yards.

FIRE PROTECTION: Although being connected by fire alarm boxes with the City of Portsmouth, Truxtun also have a volunteer fire company. There are five little houses located at various places on the project each house containing a large fire extinguisher. The members of the fire company are all residents of Truxtun.

PUBLIC SAFETY AND POLICE PROTECTION: Truxtun at present has two police maintained bb the U. S. Housing Corporation. They are the only white persons connected with the operation of the project. They are a splendid type of men, and personally know every man, woman and child on the project. They have an honest and sincere interest in Truxtun and have co-operated to the fullest extent with your Operating Representative. They have been firm in enforcing the laws, rules and regulations and yet kind and sympathetic. The high standing of moral conduct that exists in Truxtun is due in a large measure to their judgment and skill in handling the many complexing matters that have come up beforethem. Not a single arrest has been made in Truxtun since your Operating Representative has been in control and whatever ejections have been made they have been accomplished without trouble. In addition to the two police, we have a reserve force comprised of twelve men who are residents of Truxtun who are called out in case of emergency.

SCHOOL FACILITIES: A temporary school for the children of Truxtun is conducted in the old mess hall. There are four teachers with an average daily enrollment of 150 pupils. A new school building, of ten rooms, of brick, is now under construction. The school is under the supervision of the School Authorities of the City of Portsmouth.

STREET LIGHTING: There seems to be ample electric lights located on the project for street lighting. However, additional lights should be placed on Deep Creek Bvd and Key Road and Belt Line Railroad to the intersection of Deep Creek Bvd and Key Road. However, I understand that the City of Portsmouth has ordered these lights to be installed.

STREETS: The streets on the project seem to be ample in width and laid in such a way as to prevent water standing. There will not be much trouble or expense to keep them up.

MAIL FACILITIES: Truxtun was on a rural free delivery service route. The mail addressed to the citizens of Truxtun was delivered in bulk to the office of your Operating Representative and there sorted and delivered to the tenants from our office. However, at the present time, Truxtun is now served two house-to-house delivereas a day from the City Postoffice of Portsmouthand there is also in operation at the drug store in Truxtun a sub-postal station for the transaction of postal business.

RECREATION AND GENERAL WELFARE WORK: Your Operating Representative soon realized that if the high ideals of citizenship were to be maintained in Truxtun, some form of recreation work had to be organized and put in operation in order to care for the leisure time of the men as well as to provide good and wholesome recreation under the proper supervision for the children. There was already formed a ball team known as the "Truxtun Giants". However, the team did not meet with much encouragement from the citizens. I called a meeting of the team, informed them what was desired and that the team would have the help, assistance and encouragement of the Operating Representative. Interest was renewed and the boys finished the season with a very creditable showing.

With the help of the women of Truxtun, picnics were held every Saturday afternoon on the lawn in front of the Administration building. Free lemonade and ice cream for the little folks.

Y. M. C. A. and Community Service of Portsmouth were invited to extend their activities to Truxtun which met ready response from both agencies. The Y. M. C. A. was given charge of the religious activities and immediately organized a community church and a Sunday School. During the warm weather, services were held in the open air. However, services are now being held in the rooms of the old mess hall. The services are conducted by the ministers from the Churches of Portsmouth. The Sunday School is well organized and largely attended by both young and old.

The Portsmouth Community Service was given full charge of recreation and welfare work and soon had in operation a splendid program of activities A playground was maintained until late in the Fall, with a good daily attendance, under the supervision of some of the Truxtun women who took social training under the directress of the Portsmouth Club. The Community Service also organized a Mothers' League, Young Girls Club, Choral Club, and a Forum or Liberty Club. These clubs are in full operation and doing splendid work.

LODGES: There has also been organized a lodge of the Masonic Order and also a lodge of the Womens' Branch of the Order of Tents. Both organizations are flourishing.

LIBRARY: We have also in operation a library with about 500 books furnished by the American Library Association with a volunteer worker in charge. The library is open during certain hours in the week..
Truxtun also has a Community Xmas Tree. A large star connected with Electrical service was placed in one of the beautiful native cedar trees on the new school house lawn.

REPORT -TRUXTUN
WH-p-6

Your Operating Representative fully realized the tremendous responsibility that was upon him in accepting the position. Thatmany serious and complexing problems would confront him that required coal deliberation, quick and decisive action, careful judgment and keen foresight. A slight error or faulty judgment might result in serious consequences and reflect discredit on the negro race. Your Operating Representative has endeavored to meet every issue and problem and render full measure of service in his multiplicity of duties and in such a way that might reflect great g credit on his superior officials.

Your Operating Representative has always deeply impressed upon the minds of the tenants his sincere desire to help and assist them in every way; that they should come to him with their family troubles and neighborhood disputes. He has acted on many occasions a sort of Court of Domestic Relations and has adjusted many family quarrels and if not by giving the proper advice and guidance, serious results might have occurred. Many of them have come to my house early in the morning and late at night seeking advice and council as to some family dispute. And by this action we have been able to come through so far with a clean record for tTruxtun.

I am very glad to report that in carrying our our work here we have had at all times the help and encouragement of the officials of the United States Housing Corporation. Every official seems to have a personal and sincere interest in Truxtun and are at all times extending to me sympathetic advice and guidance. My only aimhope and ambition is to maintain our present condition of affairs until the U. S. Housing Corporation passes out of existence and that Truxtun-Project-150-C shall always remain as a Beacon Light of hope to the Negroes of America and an everlasting monument to the U. S. Housing Corporation.

Respectfully submitted,
December 30, 1919.

(signed) Fred D. McCracken
Fred D. McCracken
Operating Representative
Truxtun-Project-150-C

U. C.
JAN 2 1920
Referred to
Mr.
Mr. Howe
Mr.
Mr.
FILE

To:Mr. Willard Howe, Mgr., Operating Division, U. S. Housing Corporation, Washington, D. C.,

From:Fred D. McCracken, Operating Representative, Truxtun-Project 150-C, Portsmouth, Va.

Subject:Special report as to the operation of Truxtun.

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PUBLIC SAFETY AND POLICE PROTECTION:Truxtun at present has two police maintained by the U. S. Housing Corporation. They are the only white persons connected with the operation of the project. They are a splendid type of men and personally know every man, woman and child on the project. They have an honest and sincere interest in Truxtun and have co-operated to the fullest extent with your Operating Representative. They have been firm in enforcing the laws, rules and regulation and yet kind and sympathetic. The high standing of moral conduct that exist in Truxtun is due in a large measure to their judgment and skill in handling the many complexing matters that have come up before them. Not a single arrest has been made in Truxtun since your Operating Representative has been in control and whatever ejections have been made they have been accomplished without trouble. In addition to the two police, we have a reserve force comprised of twelve men who are residents of Truxtun who are called out in case of emergency.

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STREET LIGHTING:There seems to be ample electric lights located on the project for street lighting. However, additional lights should be placed on Deep Creek Bvd and Key Road from the Belt Line Railroad to the intersection of Deep Creek Bvd. and Key Road. However, I understand that the City of Portsmouth has ordered these lights to be installed.

STREETS:The streets on the project seem to be ample in width and laid in such a way as to prevent water standing. There will not be much trouble or expense to keep them up.

MAIL FACILITIES: Truxtun was on a rural free delivery service route. The mail addressed to the citizens of Truxtun was delivered in bulk to the office of your Operating Representative and their sorted and delivered to the tenants from our office. However, at the present time Truxtun is now served two house-to-house- deliveries a day from the City Post Office of Portsmouth and there is also in operation at the drug store in Truxtun a sub-postal station for the transaction of postal business.

RECREATION AND GENERAL WELFARE WORK:Your Operating Representative soon realize that if the high ideals of citizenship were to be maintained in Truxtun some form of recreation work had to be organized and put in operation in order to care for the leisure time of the men as well as to provide good and wholesome recreation under the proper supervision for the children. There was already formed a ball team known as the "Truxtun Giants." However, the team did not meet with much encouragement from the citizens. I called a meeting of the team, informed them what was desired and that the team would ha have the help, assistance and encouragement of the Operating Representative. Interest was renewed and the boys finished the season with a very creditable showing.

With the ~~hexip~~ help of the women of Truxtun, ~~pixinix pixinx~~ picnics were held every Saturday afternoon on the lawn in front of the administration building. Free lemonade and ice cream for the little folks.

Y. M. C. A. and Community Service of Portsmouth were invited to extend their activities to Truxtun which met ready response from both agencies. The Y. M. C. A. was given charge of the religious activities and immediately organized a community church and a Sunday School. During the warm weather services were held in the open air. However, services are now being held in the rooms of the old mess hall. The services are conducted by the Ministers from the churches of Portsmouth. The Sunday school is well organized and largely attended by both young and old.

The Portsmouth Community Service was given full charge of recreation and welfare work and soon had in operation a splendid program of activities. A playground was maintained until late in the fall, with a good daily ~~ef~~ attendance, under the supervision of some of the Truxtun women who took special training under the directress of the Portsmouth Club. The Community Service also organized a Mothers' League, Young Girls' Club, Choral Club and a Forum or Literary Club. These clubs are in full operation and doing splendid work.

LODGES:There has also been organized a lodge of the Masonic Order and also a lodge of the Woman's branch of the Order of Tents. Both organizations are flourishing.

LIBRARY:We have also in operation a library with about 500 books furnished by the American Library Association with a volunteer worker in charge. The library is open during certain hours of the week..
Truxtun also had a a community Xmas tree. A large star connected with electri service was placed in one of the beautiful native cedar trees on the new school house lawn.

Your Operating Representative fully realized the tremendous responsibility that was upon him in accepting the position. That many serious and complexing problems would confront him that required cool deliberation, quick and decisive action, careful judgment and keen foresight. A slight error or faulty judgment might result in serious consequences and reflect discredit on the race. Your Operating Representative has endeavored to meet every issue and problem and render full measure of service in his multiplicity of duties and in such a way that might reflect great credit on his superior officials.

Your Operating Representative has always deeply impressed upon the minds of the tenants his sincere desire to help and assist them in every way; that they should come to him with their family troubles and neighborhood disputes. He has acted on many occasions a sort of a Court of Domestic Relations and has adjusted many family quarrels and if not by giving the proper advise and guidance serious result might have occurred. Many of them have come to my house early in the morning and late at night seeking advice and council as to some family dispute. And by this action we have been able to come through so far with a clean record for Truxtun.

I am very glad to report that in carrying out our work here we have had at all times the help and encouragement of the officials of the United States Housing Corporation. Every official seem to have a personal and sincere interest in Truxtun and at all times extending to me sympathetic advice and guidance. My only aim, hope and ambition is to maintain our present condition of affairs until the U. S. Housing Corporation passes out of existence and that Truxtun-Project-150-C shall always remain as a Beacon Light of Hope to the Negroes of America and an everlasting ~~xxxxxxxxx~~ monument to the U. S. Housing Corporation.

Respectfully submitted
December 30, 1919.

Fred D. McCracken

Fred D. McCracken,
Operating Representative
Truxtun-Project-150-C

It was the desire and aim of your Operating Representative to stimulate community and civic pride and interest in Truxtun affairs on the part of the inhabitants and we adopted the ~~xxigan~~ slogan, "Truxtun for Truxtun."

The contractor for the Truxtun school building was kind enough to give us notice when construction of the new building would began in order that we might arrange a program for turning the first dirt. Ignoring requests from several native sons of Virginia to be permitted to turn the first dirt we arranged a program so as to permit the little children of Truxtun to have this honor. A fitting program was arranged, the little children assembled on Key Road and with little spades marched to the school ground and after prayer and singing, the children were permitted to turn the first dirt and it was greatly enjoyed by them and for years to come undoubtedly be a bright spot in their memory.

SALE OF ARMY AND NAVY SUPPLIES: When the government gave notice that government supplies would be turned over to various cities and communities for sale at reduced prices, arrangements were made with the Mayor of the City of Portsmouth for the sale of such supplies to be conducted in Truxtun for the benefit of the Truxtun residents. This act was very greatly appreciated by the residents and the sale a great success, the residents purchasing over $1000 of such supplies.

LAW AND ORDER: One of the bright spots in the splendid record of Truxtun has been the excellent conduct on the part of the inhabitants. It is true a few have been ejected for misdemeanors resulting from family quarrels. Gambling and other evil vices that have wrecked many communities have been absolutely prohibited and ~~xigid xid~~ vigorously enforced whenever any indication of such appeared. In all of our Town Meetings we emphasized that TRUXTUN WAS NOT THE PLACE FOR LAW-BREAKERS, CRIMINALS OR BOOTLEGGERS AND THAT EVERY VIOLATION WOULD BE PROMPTLY EJECTED AND TURNED OVER TO THE CITY POLICE. During my whole experience here I have not seen a drunken person on the project or have there been any crimes committed on the part of any of the inhabitants on the reservation. The morale of the tenants has always been of a very high order. This is indeed a record that any community might feel proud to have and clearly shows the possibility of remedying housing ills that confront the Negroes in all large industrial centers and that such projects if properly managed are valuable assets and not liabilities.

TRUXTUN, NATIONAL IN ITS SCOPE: The Negroes throughout the country look upon the Truxtun project as a national institution of the Negro race. Much publicity has been given it through the Negro press and magazines throughout the country and in every instance, so far as we have learned, the notices have been very favorable. Prominent Negroes from every section of the country have visited Truxtun and have personally expressed high commendation of the project and that it was far beyond their expectations.

#10

To: Mr. Willard Howe, Manager, Operating Division,
U. S. Housing Corporation,
Washington, D. C.

From: Fred D. McCracken, Operating Representative,
Truxtun - (Project 150-C)
Portsmouth, Va.

Subject: Special report on six months work at Truxtun, Va.

Truxtun as it was July 16, 1919:

Your Operating Representative, Fred D. McCracken, reported to Mr. Kennedy, Assistant-in-Charge, at Truxtun - Project 150-C - on the 16th day of July, 1919. The preceding week's record for Truxtun showed that there were 250 new houses on the plant, 161 of which were occupied; that there was a long list of applications on file; that there were four stores under construction with apartments above; and that there were four old houses, three of which were vacant and the other was used as an office for the U. S. Housing Corporation.

No one up to that time of Aug 15th when Washington houses were not yet open to American citizens could rent a house on the project unless he was employed in ~~some governmental capacity~~ Navy yards.

A committee, appointed by the former Operating Representative, composed of men employed in the Navy Yard who were not residents of Truxtun but manifested a very sincere interest in the project, whose duty it was to pass on all applications, was in existence. The conduct of many of the tenants soon disclosed many undesirables had been favorably passed upon by the committee and were residing in Truxtun.

There was also a committee on town management composed of nine members, three being women, acting in an advisory capacity to the former Town Manager. Under this committee there were the three following subcommittees: Law and Order, Health and Sanitation, and Community Better-

ment. There was also a weekly meeting of the tenants called the Town Council.

It was rumored but not definitely confirmed, that the employees of the Navy Yard, both white and colored, had entered into a conspiracy not to move into the Cradock and Truxtun houses, as a protest against the rents charged, hoping in this way to reduce the rents. and if possible to have rents free

Selection of Tenants:

During the last of July, notices were published in the Norfolk Negro papers that on the 15th day of August the houses in Truxtun would be open to the public without any restriction as to the applicants' employment. Immediately following this the Truxtun office was swamped with applications from Navy Yard employees as well as from citizens not in government service.

In order to obtain the best possible type of tenants, the Operating Representative issued an order that "all applicants had to report in person for personal interview." After filling out his application the applicant was given information in a sympathetic but forceable manner concerning the rules and regulations governing Truxtun; concerning the desires and aims of the U. S. Housing Corporation; and also concerning what was desired on the part of the tenant. He was told that disorder and unlawful acts would not be tolerated; that his home had to be kept in the best condition; that his rent had to be paid promptly; and that any violation of rules, regulations or orders meant his immediate ejection. If they showed a willingness to comply with the regulations he was immediately assigned; if not, he was rejected. Your Operating Representative is very glad to report that most of the applicants expressed a sincere desire to abide by all rules and regulations, and their chief reason for desiring to reside in Truxtun "was to have a clean and wholesome place for their little ones." In this way a very good class of tenants who have not given any trouble has been secured.

Town Government and Civic Organization:

Your Operating Representative soon discovered that Truxtun presented a very unique situation. With 1,000 Negroes residing in a given area, with a Negro Town Manager, with business houses to be conducted by men of their own race, with adequate school facilities planned and under way, and with most favorable conditions for development of all that might be good in mankind, there could be developed a model Negro

community as an experiment that might show what the Negroes can do under favorable conditions and circumstances and might also be a remedy for housing ills under certain conditions.

Your Operating Representative soon realized that a process of education was a necessity since many complications would present themselves caused by misunderstanding and misconception of our aims and desires. However, by personal contact, talks and calls, with an expression of sympathy and sincere desire to help and also to seek their help, advice and counsel, their good will and sympathy were soon won.

To carry out our desires and aims to make Truxtun a self-governing community, the committee on town management was organized with a more representative class of tenants. Dr. A. C. Johnson, a Negro physician, residing on the project, was made Health and Sanitation Officer. Block organization was put in operation with a Captain and Lieutenant in charge of each block. Each block held weekly meetings and there discussed questions of interest to itself and of general interest to the welfare of Truxtun. The block captains and lieutenants met in weekly meetings with your Operating Representative and his Advisory Committee and in this way direct expressions from the tenants were gotten on matters respecting their interests and the whole interest of Truxtun.

A town meeting was held every two weeks in the old mess hall and was largely attended by both men and women. At these meetings, the Captains and Lieutenants, as well as the Advisory Committee, submitted their recommendations or reports which were adopted or rejected by those present. Free and unlimited discussion, on matters not conflicting with the rules and regulstions of the U. S. Housing Corporation was had under proper procedure, and every citizen was made to feel that he had a part in the operation and conduct of the affairs in Truxtun.

At these town meetings opportunity was given to have some noted speakers from Portsmouth or Norfolk speak on such subjects as "Thrift," "Care of the Home", "Good citizenship" "Steady Employment," etc. So far, the experiment has been a success.

Population of Truxtun:

Early last Fall, a census of Truxton was taken and the tabulated returns showed that there are 1,000 people residing on the project. .Nearly all of the heads of households are able to read and write but possess only limited education. There is,

however, a sincere desire on their part to educate their children.

Many of the residents are newcomers to Portsmouth. They formerly resided in nearby counties of North Carolina but came to Portsmouth during the War demand for labor in the Navy Yard. Their average pay is $3.68 per day. However, there are a few receiving a higher wage, but these men are classed as helpers with an average pay of about $4.50 per day. Those who are not employed in the Navy Yard work in nearby mills and factories at the same schedule of pay.

There are a number of very refined, cultured and educated families residing in Truxtun. They hold good paying positions in the Navy Yard. They are well pleased with conditions in Truxtun, and have been of great help and assistance in our work.

Undoubtedly, a large per cent of the people now residing in Truxtun were formerly victims of poor housing. They lived in dilapidated houses, without any modern facilities and in congested quarters and in sections where disease, crime and ill health prevailed. In making their application for houses in Truxtun, nearly all of them gave as their reason for wishing to reside in Truxtun - "To get in a clean and sanitary house" whereby they could raise their families in an atmosphere free from evil tendencies.

Sanitation:

Your Operating Representative makes the rounds of the project three times daily for observation and on many occasions visits the houses. He is very glad to report that fully 95 per cent of the houses are kept in a neat, clean and orderly manner and only show ordinary wear. There are about five houses not in good condition due to large families that occupy the same. Nearly all take a sincere pride in their homes and welcome inspection.

One of our chief problems has been to get the tenants to care properly for their lawns. There is a tendency for to allow the accumulation of cans and other refuse and to neglect to take in their garbage after the collection of the garbage. We have endeavored to impress upon them that such a condition mars the beauty of their lawns, and that the Housing Corporation beautified their houses and lawns by setting out beautiful flowers, trees and vines, and that such unsightly reflections only reflect the character of the occupants.

Low places have been drained and crude oil sprinkled wherever there was stagnant water. Refuse not permitted to accumulate; and garbage is collected three times a week. The tenants are compelled to have their garbage cans ready for collection, and when they are emptied they are returned to the back yards.

The streets on the project seem to be ample in width and laid in such a way as to prevent water from standing. There will not be much trouble or expense to keep them up.

Health:

Truxtun situated on one of the highest points in Norfolk County, Va., with its excellent drainage system, wide streets, free from congestion of any sort, with its inhabitants living under the best possible conditions, the health of its citizens could not be otherwise than good. Although situated in a malarial climate, only a few cases of malaria of a severe nature have been reported.

So far, only five deaths have occurred in Truxtun: an infant, an old man, suffering from old age and complications; one man from pheumonia, another man from intestinal trouble, and a woman from heart disease. The last two were not residents of Truxtun, but only taken in by friends living on the project a few days before death.

During the fall a health and clean-up campaign was organized. Notices were posted explaining what was desired by the tenants in making the campaign a success. Yards were raked and cleaned, and the houses thoroughly renovated. The women of Truxtun were assembled and talks on health were given by two trained nurses, and on the last day of the campaign Lieutenant Davidson, of the United States Navy, and a physician on duty at the Navy Yard gave an excellent talk on health and sanitation to the citizens of Truxtun. This campaign was indeed very helpful.

The low death rate and splendid health record could only be maintained by careful watchfulness onver conditions that might not be conducive to good health, and also by the splendid service rendered gratis by Doctor Johnson, health and sanitation officer.

Recreation and General Welfare Work:

Your Operating Representative soon realized that if the high ideals of citizenship were to be maintained in Truxtun some formof recreation work had to be organized and put in operation in order to care for the leisure time of the men as well as to provide good and wholesome recreation under the proper supervision for the children. There was already formed a ball team known as the "Truxtun Giants". However, the team did not meet with much encouragement from the citizens. I called a meeting of the team, and informed them of what

was desired and informed them that the team would have the help, assistance and encouragement of the Operating Representative. The interest was renewed and the boys finished the season with a very creditable showing.

With the help of the women of Truxtun picnics were held on Saturday afternoons on the lawn in front of the administration building. Free lemonade and ice cream was served to the little folks.

Y.M.C.A. and Community Service of Portsmouth were invited to extend their activities to Truxtun, which met ready response from both agencies. The Y.M.C.A. was given charge of the religious activities, immediately organized a community church. During the warm weather services were held in the open air. Services are now being held in the rooms of the old mess hall, and conducted by the ministers from the churches of Portsmouth.

The residents had already organized a Sunday School, which is largely attended by both young and old.

A Portsmouth Community Service was given full charge of recreation and welfare work and soon had in operation a splendid program of activities. A playground was maintained until late in the fall with a good daily attendance, under the supervison of some of the Truxtun women who took special training under the Directoress of the Portsmouth Club. The Community Service also organized a Mothers' League, Young Girls Club, Choral Club, a Forum or Literary Club. These clubs are in full operation and doing splendid work.

There has also been organized a lodge of the Masonic Order, and also a lodge of the Woman's Branch of the Order of Tents. Both organizations are flourishing.

School and Library Facilities:

A temporary school for the children of Truxtun is conducted in the old mess hall. There are four teachers with a daily enrollment of 160 pupils. A new brick school building of ten rooms, is now under construction and will be ready for occupancy beginning of the coming spring term. The school is under the supervision of the school authorities of the city of Portsmouth.

There is also in operation a library of about 500 books furnished by the American Library Association, with a volunteer worker in charge. The library is open certain hours in the week.

Truxtun also had a community Christmas tree. A large star connected with electric service was placed in one of the beautiful cedar trees on the school house lawn.

It was the desire and aim of your Operating Representative to stimulate, in the ~~community~~ inhabitants of Truxtun, community and civic pride, and interest in Truxtun affairs; therefore, we adopted the slogan "Truxtun for Truxtun".

The contractor for the Truxtun school building was kind enough to give us notice when construction of the new building would begin in order that we might arrange a program for turning the first dirt. Ignoring requests from several native sons of Virginia to be permitted to turn the first dirt we arranged a program so as to permit the little children of Truxtun to have this honor. A fitting program was arranged and the little children assembled on Key Road, and with little spades marched to the school ground and after prayer and singing, the little children were permitted to turn the first dirt and it was greatly enjoyed by them and for years to come undoubtedly will be a bright spot in their memory.

MAIL FACILITIES:

Truxtun was already on a rural free delivery service route. The mail addressed to the citizens of Truxtun was delivered in bulk to the office of your Operating Representative and then sorted and delivered to the tenants from our office. But at the present time Truxtun is served two house-to-house deliveries a day from the city postoffice of Portsmouth, and there is also in operation at the drug store in Portsmouth a sub-postal station for the transaction of all postal business.

Business Houses:

There are in Truxtun four stores operated by Negroes. A grocery meat business with a clean stock of goods and doing an excellent business. A drug store, general merchandise store, and a barber shop and pressing shop. All of the business houses are well patronized by the citizens of Truxtun as well as by many outside of the project.

When the Government gave notice that Government supplies would be turned over to various cities and communities for sale at reduced prices, arrangements were made with the Mayor of the city of Portsmouth for the sale of such supplies to be conducted in Truxtun for the benefit of the Truxtun residents. This act was greatly appreciated by the residents and the sale was a great success, the residents punchasing over a thousand dollars worth of such supplies.

Fire Protection:

Although Truxtun is connected by fire alarm boxes with the city of Portsmouth it also has a volunteer fire company. There are five little houses located at various places on the project, each house

containing a large fire extinguisher. The members of the fire company are all residents of Truxtun. ~~/1/1/1/~~

Public Safety and Police Protection:

Truxtun at present has two police maintained by the United States Housing Corporation. They are the only white persons connected with the operation of the project at Truxtun. They are a splendid type of men and know personally every woman, man and child on the project. They have an honest and sincere interest in Truxtun and have cooperated to the fullest extent with your Operating Representative. They have been firm in enforcing the laws, rules and regulations, and yet kind and sympathetic. The high standard of moral conduct that exists in Truxtun is due in a large measure to their judgment and skill in handling many complexing matters that have come up before them. Not a single arrest has been made in Truxtun since your Operating Representative has been in control, and whatever ejections have been made they have been accomplished without trouble. In addition to the two police, we have a reserve force comprised of twelve men who are residents of Truxtun who are called out in cases of emergency.

There seem to be ample electric lights located on the project for street lighting. However, additional lights should be placed on ~~the/project/for/street/1/~~ Deep Creek Bvd and Key Road from the Belt Line Railroad to the intersection of Deep Creek Bvd. and Key Road. It is reported that the city of Portsmouth has ordered these lights to be installed.

Law and Order:

One of the bright spots in the splendid record of Truxtun is the excellent conduct on the part of the inhabitants. It is true a few have been ejected on account of misdemeanors resulting from family quarrels. Gambling and other vices that have wrecked many communities have been absolutely prohibited and the prohibition vigorously enforced whenever any indication of such appeared. In all of our town meetings we emphasize that Truxtun is not the place for law-breakers, criminals or bootleggers, and that every violator will be promptly ejected and turned over to the city police. During the whole experience of your Operating Representative in Truxtun he has not seen a drunken person on the project or have there been any crimes committed on the part of any of the inhabitants on the reservation. The morale of the tenants has always been of a very high order. This is indeed a record that any community might feel proud to have. It clearly shows the possibility of remedying housing ills that confront Negroes in all large industrial centers. It also shows that such projects if properly managed are valuable assets and not liabilities.

When every building was occupied the project brought a gross rental of $4,676 per month. From July 1 to present date the total amount as "Lost in Rents" amounts to $256.67. We are making strenuous

efforts to collect $41.75 of this amount by persons yet employed in the Navy Yard.

The tenants pay their rent semi-monthly, the first and 15th of each month, two weeks in advance. The payment of rents in advance is something rather new to them and it has been a process of education to prevail upon them to comply with our regulations.

Attitude of U.S. Housing:

I am very glad to report that in carrying out our work at Truxtun we have had at all times the help and encouragement of the officials of the United States Housing Corporation. Every official seems to have a personal and sincere interest in Truxtun and at all times has extended sympathetic advice and guidance.

Final Word of Operating Representative:

Your Operating Representative fully realized the tremendous responsibility that was upon him in accepting the position. He realized that many serious and complexing problems would confront him that would require cool deliberation, quick and decisive action, careful judgment and keen foresight. A slight error or fault in judgment might result in serious consequences and reflect discredit on the Negro race. Therefore your Operating Representative has endeavored to meet every issue and problem and render full measure of service in his multiplicity of duties in a way that might reflect great credit on his superior officials.

Your Operating Representative has always deeply impressed upon the minds of the tenants his sincere desire to help and assist them in every way. He has told them to come to him with their family troubles and neighborhood disputes. He has acted on many occasions as a sort of Court of Domestic Relations and has adjusted many family quarrels. If the proper advise and guidance had not been given serious results might have occurred. Many of them have come to his house early in the morning and late at night seeking advice and counsel in some family dispute.

Our aim, hope and ambition is to maintain our present condition of affairs, at least until the U.S. Housing Corporation passes out of existence, and to make Truxtun-Project-150-C always serve as a Beacon Light of Hope to the Negroes of America and as an everlasting monument to the U.S. Housing Corporation.

Fred D. McCracken,
Operating Representative.

Respectfully submitted
December 30, 1919.

15

OFFICE MEMORANDUM

FROM: WILLARD HOWE, MANAGER - OPERATING DIVISION
TO: DR. FORD
DATE: January 2, 1920.

SUBJECT: ITEMS OF INTEREST-OPERATING DIVISION FOR VOLUME ONE
TRUXTUN, VIRGINIA

I believe that the material attached, covering the operation of the Truxtun houses, is fully covered by the two reports attached and signed by Fred D. McCracken, Operating Representative, and I feel that there are a number of points that you can bring out to the advantage of Truxtun and the Operating Division.

I am of the firm belief that the successful operation of the Truxtun project will be of great benefit to the Negro race, and I think that in various parts of the country there will be similar developments built up, with the idea of meeting the housing facilities of the Negro and of making better citizens.

WILLARD HOWE
Manager - Operating Division

WH/MB
Enclosure/

COPY

10

Truxtun, Portsmouth, Va., Jan. 1, 1920

Mr. Willard Howe, Mgr.,
Operating Div., U. S. H. C.,
Washington, D. C.

Dear Sir:

The previous splendid conduct on the part of the inhabitants of Truxtun has continued throughout the holiday week and we begin the New Year with a clean record.

I paln to be in Washington on Monday next, Jan. 5th, to go over some matters with youand with the office of the Director Negro Economics, Department of Labor. The women of Truxtun are anxious to secure Mrs. Elizabeth Haynes, of the Women-in-Industry Service, Department of Labor, for a lecture in Truxtun.

Today I arranged for the ladies of Truxtun to keep open house in one of the rooms in the mess hall. It is sort of a "know-each-other-better" movement. We expect a large crowd of residents in attendance.

Very truly,

(Signed) Fred.D. McCracken

Operating Representative.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

Truxtun, Portsmouth, Va., Jan. 1, 1920

~~CRADOCK, VA.~~

Received at
U. S. HOUSING CORPORATION
JAN 2 1920
Referred to
Mr. Howe
Mr.
Mr.
Mr.
FILE

Mr. willard Howe, Mgr.,
Operating Div., U.S.H.C.,
Washington, D. C.,

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Very truly,
Fred D. McCracken
Fred D. McCracken,
Operating Representative

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

Truxtun, Portsmouth, Va., Jan. 1, 1920

~~CRADOCK, VA.~~

Received at U. S. JAN 2 1920
Howe
Mr.
Mr.
FILE
#10

Mr. Willard Howe, Mgr.,
Operating Div., U. S. C.,
Washington, D. C.,

Subject: Corrections in special report rendered under date December 30th, 1919.

Dear Sir:

Please make the following correction in special report rendered and addressed to you under date December 30, 1919:

Page-3-paragraph-5-under head "COLLECTION OF RENTS,"-line-3, after the word "of" strike out "$5,136" and insert in lieu thereof "$4,676.00."

After Page-5 insert the inclosed sheet-5½.

I trust that the report covers the phases you desire.

Very truly yours,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

TRUXTON, VA.

This colored settlement of 250 homes was partially thrown open to Navy Yard workers in April 1919. The rentals, which averaged about $15.00 per month for five rooms and bath, were considered reasonable by the colored workers and the houses were occupied with a steady increase in percent rented as the houses became completed. Here was needed Welfare work, facilities for meetings, constructive social activities and means were found to provide for these requirements. The residents took a keen interest in the welfare of the town, displayed great civic pride and co-operated with the town Management in all its activities along progressive lines of endeavor.

For the government of the town a council was formed elected from the residents by popular vote, three members on Sanitation, three on Law and Order and three on Civic Welfare. A Volunteer Fire Department was organized, policing was installed and various sub-comittees formed thru the Councilmen. The tenants paid their rents promptly, took care of any sick and out of work and responded in many ways in the preliminary building up of this town.

It must be said that the Colored workers of the Navy Yard responded with a much better spirit to the provisions of the Government than did the white employees. The increase of tenants continued until every available house was occupied by the Fall of 1919.

Ellis

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BUDGET ~~TRUXTUN, VA.~~
January 1-July 1, 1920.
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ITEM.		AMOUNT, PER ½ YEAR.	TOTALS.
I - ADMINISTRATION:	Operating Representative.....	$1250 00	
:	Assistant to O. R.....	600 00	$1850 00
II - MAINTENANCE OF PROJECT :	Mechanic.....@ $105 per mo....	630 00	
:	Laborer.....@ 46¢ " hr....	574 08	
:	Light.....@ $38.50 " mo....	231 00	
:	Water.....@ $275 " qr....	550 00	1985 08
III-HEALTH AND SANITATION :	Collection of garbage, fumigation, etc.....	800 00	800 00
IV - HOUSES :	Plastering, plumbing,etc.....	300 00	300 00
:	Insurance, approximately.....	3000 00	3000 00 X
			Brownell
V - OFFICE RUNNING EXPENSE :	Stationery.....	50 00	
:	Telephone.....	50 00	
:	Lighting.....	25 00	
:	Heating.....	50 00	175 00
VI - SCHOOL :	Principal.....@ $100 per mo..	600 00	
:	First Grade Teacher @ 60 " " ..	360 00	
:	Second " " " 44 " " ..	264 00	
:	Third " " " 40 " " ..	240 00	
:	Fourth " (Additional) 40 " " ..	240 00	
:			1704 00
:	Charwoman.....@ 25 " " ..	150 00	
:	Heating.....	150 00	
:	Lighting.....	15 00	315 00
:	Water.....@ $20 per mo..	**120 00	120 00
VII- NOTES:	GRAND TOTAL..	$10249 08	$10249 08
	**********		
(a) If new school opens :	Fifth Grade Teacher @ $50 per mo.	$300 00	
:	Sixth " " @ 60 " " .	360 00	
:	Seventh" " @ 50 " " .	300 00	
:	Dom. Science " @ 100 " " .	600 00	
:	Man'l. Tr. " @ 120 " " .	720 00	
:	Janitor.....@ 110 " " .	660 00	2940 00
(b) If policemen are retained on pay roll :	2 policemen.....@ 120 " " each.	1440 00	1440 00
	TOTAL..	$4380 00	$4380 00

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Oper.Repres

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

Truxtun, Portsmouth, Va., Dec. 27, 1919

~~CRADOCK, VA.~~

#10
Received at
U. S. HOUSING CORPORATION
DEC 29 1919
Referred to
Mr.
Mr.
Mr.
Mr.
FILE

Mr. Willard Howe, Mgr.,
Operating Div., U. S. H. C.,
Washington, D. C.,

Dear Sir:

I am very glad to report to you of the excellent conduct and order maintained during the week on the Truxtun project. It seems that it is a custom in this section of the country for the holidays to be a week of much joy and on many occasions resulting in disorder and serious trouble. Realizing that Truxtun being populated by Negroes it was expected by many in Portsmouth and vacinity that the lid in Truxtun would be kicked off entirely and that most anything would happen during the week.

I issued notices prohibiting "the shooting of fire works and fire arms on the reservation and that any violations would be subject to immediate arrest." The police were generous enough to be on duty twelve hours daily and time so arranged that both would be on duty at the sametime from 7 P. M. to 1:30 A. M. In addition, I organized a reserve force of twelve men who reside in Truxtun who also did patrol duty up to mid-night. I also remained in the office until mid-night so as to be on hand in case of emergency.

There was but little violation of the order as to shooting of fire works and fire arms, due to ignorance of the order. There has not been a drunken person on the project during the week and no disorder of any discription.

I had an electric star placed in one of the native cedar trees on the school house grounds. The electric service donated to us by the Virginia Railway and Power Co. The community tree was greatly enjoyed and much appreciated by the tenants and favorable comments received from many white people passing along the road and through the project. On Monday next we will hold a community sing around the tree.
The school had a Xmas tree and last night the church and Sunday School had exercises and Xmas tree. Every child in Truxtun received a bag of candy, nuts and fruit.

If we can get by New Years Eve we have indeed been fortunate and Truxtun has established a record for itself for excellent conduct that will be a model for this section of the country. The City officials of Portsmouth should consider Truxtun an asset and not a liability as all Portsmouth seemed to go the limit in celebrating Xmas week.

Very respectfully,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

18

December 27, 1919.

W D Mc Cracken
Operating Representative
U S Housing Corporation
Portsmouth Va

Dont fail to have your special report as requested letter December seventeenth in Washington by December thirty-first STOP Cover your entire experience in operating division

WILLARD HOWE
U S HOUSING CORPORATION

WH/MS

10

December 24, 1919.

Mr. F. D. McCracken,
Operating Representative,
U. S. Housing Corporation,
Truxtun R. F. D.,
Portsmouth, Va.

SUBJECT - WEEKLY REPORT

Dear Sir:

I am enclosing herewith weekly report as of December 13, 1919. I should like to have you check this over carefully, and would call your particular attention to the Operating Expenses chargeable to your project. It strikes me very forcibly that this could be materially reduced, but I shall await your advice.

You will note the percentage of Operating Expenses is determined by calculating your office expenses against your rental collections. I should like to have an expression from you in reference to this matter.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MS
Enclosures.

10

December 18, 1919.

Mr. F. D. McCracken,
Operating Representative,
Truxtun, Va.

Dear Sir:

I enclose herewith weekly report of the Operating Division, together with blueprint. Again wish to call to your attention that you should carefully check over the number of units occupied, the number vacant, gross income and net income, if any units on your project have been sold, and if number reported is correct.

Any suggestion that you have to offer for improvement of this report will be appreciated.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

18

December 17, 1919.

Mr. F. D. McCracken,
Operating Representative,
Truxtum, Va.

SUBJECT: SPECIAL REPORT

Dear Sir:

Please furnish at once a detailed report covering the operation of properties owned by the Corporation at your project, giving allyour pleasant as well as your unpleasant experiences, and giving particular attention to the criticisms that you received from the various Labor Unions and prospective tenants; also, if any of the tenants have abused the property in any way.

I hope to have your full cooperation in this matter, as this report must be in the hands of the Board of Directors not later than December 31st.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

10

December 16, 1919.

Mr. F. D. McCracken,
Operating Representative,
Truxtun, Va.

Dear Sir:

Note carefully your budget which you have prepared for our estimates, and in reference to the water rents, I feel that you should make arrangements to collect this on a flat rate basis at least every two weeks, or the first of each month; just so you protect the Corporation from any loss. As you are better acquainted with your tenants, and as I feel that the conditions at your project are very muchdifferent than any of our other Operating projects, we will be compelled to rely on your judgment in reference to protecting the Corporation from any loss, where a tenant is rather inclined to neglect these payments.

In reference to Operation for the year July 1, 1919, to June 30, 1920, under the appropriation made by the Civil Sundry Bill, you must realize that you only have this amount, which is $12,500, to cover the entire expenditures for this period of twelve months, and that there is no way which I can see, when this fund is spend, where we can get additional money. You must watch your expenditures very closely to see that you do not run out of money before the end of the fiscal year, as it would place yourself, the employees, and the property in rather a serious condition by not having enough money to pay your obligations.

You must give this the most careful study in order to avoid this condition.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

Truxtun, Portsmouth, Va., Dec. 13, 1919

~~CRADOCK, VA.~~

Received at U. S. HOUSING CORP. DEC 16 1919
Referred to
Mr. Howe
Mr.
Mr.
Mr.
FILE

Mr. Willard Howe, Mgr.,
Operating Division, U.S.H.C.,
Washington, D. C.,

Dear Sir:

Subject:-Budget.

I am inclosing estimate according to form #1927.

We did not include police service or taxes. I understand that some other appropriation would be available for carrying the police as well as the taxes. Of course, if the properties are sold before or by the beginning of the new tax assessment the purchaser would assume the taxes. I do believe it is necessary for the protection of the government'ts interest that special police should be retained for awhile at least after the properties are sold, especially should this be done, if sold on very small cash payments down.
AS TO INSURANCE: We made no allowance. I have conferred with a number of the insurance agencies and they inform me that the houses would be rated separately at about $38 per thousand. One Company made an offer at a flat rate of $30 per thousand covering all buildings. I have no official information as to whether the Housing Corporation is to cover the school.

NEW SCHOOL BUILDING: If the new school building is to be occupied before the City of Portsmouth assumes control of Truxtun, we will have to add about $300 for heating and lighting and about $3,000 for teachers, janitor and char-woman.

PARKS-GROUNDS:-We made no allowance as to maintaining streets, parks and grounds. I understand that additional trees, flowers, etc., are to be set out in the spring under Mr. Parker.

I also inclose budget or estimate from Jan. 1st to June 30th.

Admistration: Salary of Operating Representative at the rate of $2,500 per annum in accordance to acceptance of position. The salary of Assistant or Book-keeper at the rate of $1200 if the present employee is retained. She is very competent.

Maintenance of project: I feel it is absolutely necessary for us to carry the laborer and the Mechanic. Both are competent. The laborer has been engaged in work of this kind as well as drainage and road work. The mechanic this week has more than earned his salary for the month in doing plumbing work as well as constructing storage shed.

School: For carrying teachers, etc., for school as operated at present with the exception of an additional teacher as recommended by Supt. Hunt. We have also made allowance for the operation of the new school.

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

Truxtun, Portsmouth, Va., Dec. 18, 1919

wH-p-2"
Budget or estimates

CRADOCK, VA.,

We are also providing for garbage collection, street lighting and fire plugs. These items undoubtedly will be cared for by the city of Portsmouth, if City take over the project.

We believe that $300 ought to cover expenditures for general repairs of properties to be maintained by the Housing Corporation.

We estimated that the houses would probably carry about $1000 fire insurance per house but it might not be necessary for us to cover all the houses. However, the present rate is $38 per thousand. However, blanket coverage would be about $30 per ~~thousand~~ thousand. We are not in position to estimate accurately as to the insurance.

We trust that the enclosurers will be of value in making up your budget or estimate for Truxtun-Project-150-C.

Very respectfully,
Fred D. McCracken
Fred D. McCracken,
Operating Representative,

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

(20)

Truxtun-Portsmouth, Va., Dec. 13, 1919

~~CRADOCK, VA.~~

Mr. willard Howe-Mgr.,
Operating Div., U.S.H.C

Supplemental to Budget or Estimates.

We fear that many of the tenants will not care for their water rentals within the time the properties will be sold. We ~~xxxx~~ have exerted strong pressure as to the collection of water rents, for back rents as well as for the present quarter. However, we shall continue to do our utmost to collect the same. Many of them are strongly protesting against our flat rate charge. However, we have made no estimate as to just what part of the loss we may have to carry. Wages are decreasing and several have informed me that within the next month they will have to move as they find that it is impossible for them to pay the rent exacted during the winter months.

School Books: I am awaiting for decision as to the school books. The City of Portsmouth furnishes books to children whose parents are not able to buy the books. We have made no provision as to the care of this item.

Fred D. McCracken

Fred D. McCracken,
Operating Representative

#10

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

Truxtun, Portsmouth, Va., Dec. 12, 1919
~~CRADOCK, VA.~~

Received at U. S. HOUSING CORPORATION
DEC 13 1919

Referred to
Mr. Howe
Mr.
Mr.
Mr.
FILE

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.C.,
13th & G Sts.,
Washington, D. C.,

Dear Sir:

I am inclosing herewith corrected schedules of rent covering Truxtun, Project-150-C.

Very respectfully,

Fred D. McCracken

Fred D. McCracken,
Operating Representative

UNITED STATES HOUSING CORPORATION
OPERATING DIVISION

PROJECT Truxton, Va.
Sheet 1 of

DETAILED DESCRIPTION OF HOUSING ACCOMMODATIONS

STREET NAME	House Number	Construction	Type	Heating	Fuel	Lighting	Rooms	Baths	Monthly Rental	REMARKS
Bagley Street	10	FX	DT			E	5	1	$19.00	
	12	FX	SD			E	5	1	16.00	
	14	FX	SD			E	5	1	16.00	
	16	FX	DT			E	5	1	19.00	
	18	FX	SD			E	5	1	16.00	
	20	FX	SD			E	5	1	16.00	
	24	FX	DT			E	5	1	25.00	
Deep Creek Blvd.	49	FX	DT			E	5	1	18.00	
	51	FX	DT			E	5	1	18.00	
	53	FX	DT			E	5	1	19.00	
Dewey Street	1	FX	DT			E	5	1	19.00	
	2	FX	SD			E	5	1	16.00	
	3	FX	DT			E	5	1	18.00	
	4	FX	SD			E	5	1	16.00	
	5	FX	DT			E	5	1	18.00	
	6	FX	DT			E	5	1	18.00	
	7	FX	DT			E	5	1	18.00	
	8	FX	DT			E	5	1	19.00	
	9	FX	DT			E	5	1	19.00	
	10	FX	DT			E	5	1	18.00	
	11	FX	DT			E	5	1	18.00	
	12	FX	DT			E	5	1	18.00	
	13	FX	DT			E	5	1	19.00	
	14	FX	DT			E	5	1	18.00	
	15	FX	DT			E	5	1	18.00	
	16	FX	DT			E	5	1	18.00	
	17	FX	DT			E	5	1	18.00	
	18	FX	DT			E	5	1	19.00	
	19	FX	DT			E	5	1	18.00	
	20	FX	DT			E	5	1	18.00	
	21	FX	DT			E	5	1	19.00	
	22	FX	DT			E	5	1	18.00	
	24	FX	DT			E	5	1	18.00	

Sub-Total - Families housed - Monthly rental -

Grand Total - Families housed - Monthly rental -

Note: F indicates FRAME house
B " BRICK "
S " STUCCO "
X " ASPHALT SHINGLE roof
Y " WOOD " "
Z " SLATE roof
C " CELLAR

DT - Detached
SD - Semi-detach
R - Row
A - Apartments
When two families (one above other) a (2) appears before symbol.

ST - Steamheat
HW - Hotwater
HA - Hot air
LA - Stoves

G - Gas
E - Electricity
C - Coal
W - Wood

#1339.

UNITED STATES HOUSING CORPORATION
OPERATING DIVISION

PROJECT TRUXTON, VA.
Sheet 2 of

DETAILED DESCRIPTION OF HOUSING ACCOMMODATIONS

STREET NAME	House Number	Construction Type	Heating	Fuel	Lighting	Rooms	Baths	Monthly Rental	REMARKS
Down Street	1	FX DT			E	5	1	$19.00	
	3	FX DT			E	5	1	19.00	$18.00
Hobson Street	3	FX DT			E	5	1	18.00	
	5	FX DT			E	5	1	18.00	
	7	FX DT			E	5	1	19.00	
	9	FX DT			E	5	1	18.00	
	11	FX DT			E	5	1	18.00	
	12	FX SD			E	5	1	16.00	
	13	FX DT			E	5	1	19.00	
	14	FX SD			E	5	1	16.00	
	15	FX DT			E	5	1	18.00	
	16	FX DT			E	5	1	18.00	
	17	FX DT			E	5	1	18.00	
	18	FX DT			E	5	1	19.00	
	19	FX DT			E	5	1	18.00	
	20	FX DT			E	5	1	18.00	
	21	FX DT			E	5	1	19.00	
	22	FX DT			E	5	1	18.00	
	23	FX DT			E	5	1	18.00	
	24	FX DT			E	5	1	18.00	
	25	FX DT			E	5	1	18.00	
	26	FX DT			E	5	1	18.00	
	27	FX DT			E	5	1	18.00	
	28	FX DT			E	5	1	18.00	
	29	FX DT			E	5	1	19.00	
	30	FX DT			E	5	1	19.00	
	31	FX DT			E	5	1	18.00	
	32	FX DT			E	5	1	18.00	
	33	FX DT			E	5	1	18.00	
	34	FX DT			E	5	1	18.00	
	35	FX DT			E	5	1	18.00	
	36	FX DT			E	5	1	18.00	
	37	FX DT			E	5	1	19.00	

Sub-Total - Families housed - Monthly rental -
Grand Total - Families housed - Monthly rental -

Note: F indicates FRAME house
B " BRICK "
S " STUCCO "
X " ASPHALT SHINGLE roof
Y " WOOD " "
Z " SLATE roof
C " CELLAR

DT - Detached ST - Steamheat G - Gas
SD - Semi-detach HW - Hotwater E - Electricity
R - Row HA - Hot air C - Coal
A - Apartments LA - Stoves W - Wood
When two families (one above other) a (2) appears before symbol.

#1339.

UNITED STATES HOUSING CORPORATION
OPERATING DIVISION

PROJECT TRUXTON, VA.
Sheet 3 of ____

DETAILED DESCRIPTION OF HOUSING ACCOMMODATIONS

STREET NAME	House Number	Construction Type	Heating	Fuel	Lighting	Rooms	Baths	Monthly Rental	REMARKS
Hobson Street	38	FX DT			E	5	1	$18.00	
	39	FX DT			E	5	1	18.00	
	40	FX DT			E	5	1	18.00	
	41	FX DT			E	5	1	18.00	
	42	FX DT			E	5	1	19.00	
	43	FX DT			E	5	1	18.00	
	44	FX DT			E	5	1	18.00	
	45	FX DT			E	5	1	19.00	
	46	FX SD			E	5	1	16.00	
	47	FX DT			E	5	1	20.00	
	48	FX SD			E	5	1	16.00	
	49	FX DT			E	5	1	20.00	
	50	FX SD			E	5	1	17.00	
	51	FX DT			E	5	1	18.00	
	52	FX SD			E	5	1	16.00	
	53	FX DT			E	5	1	18.00	
	54	FX DT			E	5	1	18.00	
	55	FX DT			E	5	1	19.00	
	56	FX DT			E	5	1	19.00	
	57	FX DT			E	5	1	18.00	
	58	FX DT			E	5	1	18.00	
	59	FX DT			E	5	1	18.00	
	60	FX DT			E	5	1	19.00	
	61	FX DT			E	5	1	19.00	
	62	FX DT			E	5	1	18.00	
	63	FX DT			E	5	1	18.00	
	64	FX DT			E	5	1	18.00	
	65	FX DT			E	5	1	18.00	
	66	FX DT			E	5	1	19.00	
	67	FX DT			E	5	1	19.00	
	68	FX DT			E	5	1	19.00	
	69	FX DT			E	5	1	18.00	
	70	FX DT			E	5	1	18.00	

Sub-Total - Families housed - Monthly rental -
Grand Total - Families housed - Monthly rental -

Note: F indicates FRAME house
B " BRICK "
S " STUCCO "
X " ASPHALT SHINGLE roof
Y " WOOD " "
Z " SLATE roof
C " CELLAR

DT - Detached ST - Steamheat G - Gas
SD - Semi-detach HW - Hotwater E - Electricity
R - Row HA - Hot air C - Coal
A - Apartments LA - Stoves W - Wood
When two families (one above other) a (2) appears before symbol.

#1339.

UNITED STATES HOUSING CORPORATION
OPERATING DIVISION

PROJECT TRUXTON, VA.
Sheet 4 of ____

DETAILED DESCRIPTION OF HOUSING ACCOMMODATIONS

STREET NAME	House Number	Construction Type	Heating	Fuel	Lighting	Rooms	Baths	Monthly Rental	REMARKS
Hobson Street	71	FX	DT		E	5	1	$18.00	
	72	FX	DT		E	5	1	19.00	
	73	FX	DT		E	5	1	19.00	
	74	FX	DT		E	5	1	18.00	
	75	FX	DT		E	5	1	18.00	
	76	FX	DT		E	5	1	19.00	
	~~77~~	~~FX~~	~~DT~~		~~E~~	~~5~~	~~1~~	~~18.00~~	Vacant Lot.
	78	VACANT LOT							
	79	FX	DT		E	5	1	19.00	
	80	FX	DT		E	5	1	19.00	
	81	FX	DT		E	5	1	19.00	18 00
Key Road	52	FX	DT		E	5	1	18.00	
	54	FX	DT		E	5	1	18.00	
	56	FX	DT		E	5	1	18.00	
	58	FX	SD		E	5	1	16.00	
	60	FX	SD		E	5	1	16.00	
	62	FX	DT		E	5	1	18.00	
	64	FX	DT		E	5	1	18.00	
	66	FX	DT	LA	E	5	1	18.00	
	68	FX	SD	LA	E	5	1	16.00	
	70	FX	SD	LA	E	5	1	16.00	
	72	FX	DT	LA	E	5	1	18.00	
	74	FX	DT	LA	E	5	1	18.00	
	76	FX	SD	La	E	5	1	16.00	
	78	FX	SD	LA	E	5	1	16.00	
	113	FX	SD	LA	E	5	1	16.00	
	115	FX	SD	LA	E	5	1	16.00	
	117	FX	DT	LA	E	5	1	18.00	
	119	FX	DT	LA	E	5	1	19.00	not rented
	121	FX	DT	LA	E	5	1	18.00	" "
	123	FX	DT	LA	E	5	1	18.00	
	124	FX	DT	LA	E	5	1	19.00	
	125	FX	DT	LA	E	5	1	18.00	

Sub-Total - Families housed - Monthly rental -
Grand Total - Families housed - Monthly rental -

Note: F indicates FRAME house
B " BRICK "
S " STUCCO "
X " ASPHALT SHINGLE roof
Y " WOOD " "
Z " SLATE roof
C " CELLAR

DT - Detached
SD - Semi-detach
R - Row
A - Apartments
When two families (one above other) a (2) appears before symbol.

ST - Steamheat
HW - Hotwater
HA - Hot air
LA - Stoves

G - Gas
E - Electricity
C - Coal
W - Wood

#1339.

UNITED STATES HOUSING CORPORATION
OPERATING DIVISION

PROJECT SHUALTON, VA.
SHEET 5 of

DETAILED DESCRIPTION OF HOUSING ACCOMMODATIONS

STREET NAME	House Number	Construction	Type	Heating	Fuel	Lighting	Rooms	Baths	Monthly Rental	REMARKS
Key Road	126	FX	SD	LA		E	5	1	$16.00	
	127	FX	DT	LA		E	5	1	18.00	
	128	FX	SD	LA		E	5	1	16.00	
	129	FX	DT	LA		E	5	1	19.00	not rented
	130	FX	DT	LA		E	5	1	18.00	" "
	131	FX	DT	LA		E	5	1	19.00	
	132	FX	DT	LA		E	5	1	19.00	
	133	FX	DT	LA		E	5	1	18.00	
	134	FX	DT	LA		E	5	1	18.00	
	135	FX	DT	LA		E	5	1	18.00	
	136	FX	DT	LA		E	5	1	18.00	
	137	FX	DT	LA		E	5	1	18.00	
	139	FX	DT	LA		E	5	1	18.00	
	140	FX	DT	LA		E	5	1	18.00	not rented
	141	FX	DT	LA		E	5	1	19.00	
	142	FX	DT	LA		E	5	1	19.00	
	143	FX	DT	LA		E	5	1	18.00	not rented
	144	FX	DT	LA		E	5	1	18.00	" "
	145	FX	SD	LA		E	5	1	16.00	
	146	FX	SD	LA		E	5	1	16.00	
	147	FX	SD	LA		E	5	1	17.00	
	148	FX	SD	LA		E	5	1	16.00	
	149	FX	SD	LA		E	5	1	17.00	
	150	FX	SD	LA		E	5	1	16.00	not rented
	151	FX	SD	LA		E	5	1	16.00	
	152	FX	SD	LA		E	5	1	16.00	not rented
	153	FX	DT	LA		E	5	1	18.00	" "
	154	FX	DT	LA		E	5	1	18.00	" "
	155	FX	DT	LA		E	5	1	19.00	" "
	156	FX	DT	LA		E	5	1	19.00	" "
	157	FX	DT	LA		E	5	1	18.00	" "
	158	FX	DT	LA		E	5	1	18.00	
	159	FX	DT	LA		E	5	1	18.00	

Sub-Total - Families housed - Monthly rental -

Grand Total - Families housed - Monthly rental -

Note: F indicates FRAME house
B " BRICK "
S " STUCCO "
X " ASPHALT SHINGLE roof
Y " WOOD " "
Z " SLATE roof
C " CELLAR

DT - Detached
SD - Semi-detach
R - Row
A - Apartments
When two families (one above other) a (2) appears before symbol.

ST - Steamheat
HW - Hotwater
HA - Hot air
LA - Stoves

G - Gas
E - Electricity
C - Coal
W - Wood

#1339.

UNITED STATES HOUSING CORPORATION
OPERATING DIVISION

PROJECT TRUXTON, VA.
Sheet 6 of ____

DETAILED DESCRIPTION OF HOUSING ACCOMMODATIONS

STREET NAME	House Number	Construction	Type	Heating	Fuel	Lighting	Rooms	Baths	Monthly Rental	REMARKS
Key Road	160	FX	SD	LA		E	5	1	$16.00	
	161	FX	DT	LA		E	5	1	18.00	not rented
	162	FX	SD	LA		E	5	1	16.00	" "
	163	FX	DT	LA		E	5	1	18.00	" "
	164	FX	DT	LA		E	5	1	18.00	" "
	165	FX	DT	LA		E	5	1	19.00	
	166	FX	DT	LA		E	5	1	19.00	not rented
	167	FX	DT	LA		E	5	1	18.00	" "
	168	FX	DT	LA		E	5	1	18.00	
	169	FX	DT	LA		E	5	1	18.00	" "
	170	FX	SD	LA		E	5	1	16.00	
	171	FX	DT	LA		E	5	1	18.00	
	172	FX	SD	LA		E	5	1	16.00	
	173	FX	DT	LA		E	5	1	18.00	
	174	FX	DT	LA		E	5	1	18.00	
	175			~~VACANT LOT~~					19.00	
	176	FX	DT	LA		E	5	1	19.00	
	177			~~VACANT LOT~~					18.00	
	178	FX	DT	LA		E	5	1	18.00	
	179	FX	DT	LA		E	5	1	19.00	
	180	FX		~~VACANT LOT~~					16.00	
	181	FX	DT	LA		E	5	1	18.00	
	182	FX	SD	LA		E	5	1	16.00	
	183	FX	DT	LA		E	5	1	18.00	
	184	FX	DT	LA		E	5	1	19.00	
	185	FX	DT	LA		E	5	1	18.00	
				VACANT LOT						
Manby Street	20	FX	DT	LA		E	5	1	18.00	
	21	~~FX~~	~~DT~~	~~VACANT LOT~~					22.50	
	22	FX	DT	LA		E	5	1	18.00	
	23	FX	DT	LA		E	5	1	19.00	
	24	FX	DT	LA		E	5	1	18.00	
	25	FX	SD	LA		E	5	1	16.00	
	26	FX	SD	LA		E	5	1	16.00	

Sub-Total - Families housed - Monthly rental -

Grand Total - Families housed - Monthly rental -

Note: F indicates FRAME house
B " BRICK "
S " STUCCO "
X " ASPHALT SHINGLE roof
Y " WOOD " "
Z " SLATE roof
C " CELLAR

DT - Detached
SD - Semi-detach
R - Row
A - Apartments
When two families (one above other) a (2) appears before symbol.

ST - Steamheat
HW - Hotwater
HA - Hot air
LA - Stoves

G - Gas
E - Electricity
C - Coal
W - Wood

#1339.

UNITED STATES HOUSING CORPORATION
OPERATING DIVISION

PROJECT TRUXTON, VA.
Sheet 7 of ____

DETAILED DESCRIPTION OF HOUSING ACCOMMODATIONS

STREET NAME	House Number	Construction	Type	Heating	Fuel	Lighting	Rooms	Baths	Monthly Rental	REMARKS
Manby Street	27	FX	SD	LA		E	5	1	$16.00	
	28	FX	SD	LA		E	5	1	16.00	
	29	FX	DT	LA		E	5	1	18.00	
	30	FX	DT	LA		E	5	1	18.00	
	31	FX	DT	LA		E	5	1	19.00	
	32	FX	DT	LA		E	5	1	19.00	
	33	FX	DT	LA		E	5	1	18.00	
	34	FX	DT	LA		E	5	1	18.00	
	35	FX	DT	LA		E	5	1	18.00	
	36	FX	DT	LA		E	5	1	18.00	
	37	FX	DT	LA		E	5	1	18.00	
	38	FX	DT	LA		E	5	1	18.00	
	39	FX	DT	LA		E	5	1	18.00	
	40	FX	DT	LA		E	5	1	18.00	
	41	FX	DT	LA		E	5	1	19.00	
	42	FX	DT	LA		E	5	1	19.00	
	43	FX	DT	LA		E	5	1	18.00	
	44	FX	DT	LA		E	5	1	18.00	
	45	FX	SD	LA		E	5	1	16.00	
	46	FX	SD	LA		E	5	1	16.00	
	47	FX	SD	LA		E	5	1	16.00	
	48	FX	SD	LA		E	5	1	16.00	
	49	FX	SD	LA		E	5	1	16.00	
	50	FX	SD	LA		E	5	1	16.00	
	51	FX	SD	LA		E	5	1	16.00	
	52	FX	SD	LA		E	5	1	16.00	
	53	FX	DT	LA		E	5	1	18.00	
	54	FX	DT	LA		E	5	1	18.00	
	55	FX	DT	LA		E	5	1	19.00	
	56	FX	DT	LA		E	5	1	19.00	
	57	FX	DT	LA		E	5	1	18.00	
	58	FX	DT	LA		E	5	1	18.00	
	59	FX	DT	LA		E	5	1	18.00	

Sub-Total - Families housed - Monthly rental -

Grand Total - Families housed - Monthly rental -

Note: F indicates FRAME house
B " BRICK "
S " STUCCO "
X " ASPHALT SHINGLE roof
Y " WOOD " "
Z " SLATE roof
C " CELLAR

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SD - Semi-detach
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When two families (one above other) a (2) appears before symbol.

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HW - Hotwater
HA - Hot air
LA - Stoves

G - Gas
E - Electricity
C - Coal
W - Wood

#1339.

UNITED STATES HOUSING CORPORATION
OPERATING DIVISION

PROJECT TRUXTON, VA.
Sheet 8 of ____

DETAILED DESCRIPTION OF HOUSING ACCOMMODATIONS

STREET NAME	House Number	Construction Type	Heating	Fuel	Lighting	Rooms	Baths	Monthly Rental	REMARKS
Hanby Street	60	FX DT	LA		E	5	1	$18.00	
	61	FX DT	LA		E	5	1	18.00	
	62	FX DT	LA		E	5	1	18.00	
	63	FX DT	LA		E	5	1	18.00	
	64	FX DT	LA		E	5	1	18.00	
	65	FX DT	LA		E	5	1	19.00	
	66	FX DT	LA		E	5	1	19.00	
	67	FX DT	LA		E	5	1	18.00	
	68	FX DT	LA		E	5	1	18.00	
	69	FX SD	LA		E	5	1	16.00	
	70	FX SD	LA		E	5	1	16.00	
	71	FX SD	LA		E	5	1	16.00	
	72	FX SD	LA		E	5	1	16.00	
	73	FX DT	LA		E	5	1	18.00	
	74	FX DT	LA		E	5	1	18.00	
	75	FX DT	LA		E	5	1	19.00	
	76	FX DT	LA		E	5	1	19.00	
	77	FX	LA		E	5	1	18.00	not rented
	78	FX	LA		E	5	1	18.00	" "
	79	FX	LA		E	5	1	18.00	" "
	80	FX	LA		E	5	1	18.00	" "
	81	FX DT	LA		E	5	1	18.00	
	82	FX DT	LA		E	5	1	18.00	

Sub-Total - Families housed - Monthly rental -

Grand Total - Families housed - Monthly rental -

Note: F indicates FRAME house
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LA - Stoves

G - Gas
E - Electricity
C - Coal
W - Wood

#1339.

10

December 10, 1919

Mr. F. D. McCracken,
Operating Representative,
U. S. Housing Corporation,
Truxtun R. F. D.,
Portsmouth, Va.

SUBJECT - WEEKLY REPORT

Dear Sir:

Please find attached weekly report, submitted December 8, 1919, as of November 29, 1919.

I again desire that you check up the total number of renting units on your project, number occupied, number vacant, and if any sales have been made on your project, to check these over also.

I would call your attention to check over the total rental income, if all units are occupied, and the total income from the units that are now occupied.

It is necessary that the figures of these reports be correct, and the only means we have to get this information is from the Operating Representatives.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MB
Enclosure

10

December 8, 1919

Mr. F. D. McCracken,
Operating Representative,
U. S. Housing Corporation,
Truxtun R. F. D.,
Portsmouth, Va.

Dear Sir:

This office has not received your reply to our letter of November 19th, in reference to budget. Will you kindly submit your report on the enclosed blank, keeping one in your files, in order that we may readily tabulate the estimates received from the several projects.

As this is only an estimate, and intended for basing general conclusionswill you use dollar units only.

Please place the amounts on sheet as indicated by stars, and totals as indicated by double lines.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MS
Enclosure

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF OPERATING DIVISION
OPERATING REPRESENTATIVE

~~CRADOCK, VA.~~

TRUXTUN, VA.

December
Sixth
1 9 1 9.

Mr. Willard Howe,
Manager-Operating Division,
U. S. Housihg Corporation,
Washington, D. C.

Dear Sir:

Pursuant to your letter of the 5th inst., in which you asked me to check up the report for November, allow me to submit the following differences as found between the printed sheet sent me and my report on file for that period:-

	Kind of Bldg.	Total No.	Houses Rented Nov. 1	Houses Rented Dec. 1	Gross Rntl. Inc.	Presnt. Gross Rental.
Sheet:	Houses:	250:	249 :	249 :	4441:	4442 :
Reprt:	"	250:	248 :	249 :	4460:	4423 :
Sheet:	Old ":	4:	:	4 :	37:	70 :
Reprt:	" ":	4:	2 :	3 :	70:	47.50
Sheet:	Apts. :	4:	3 :	4 :	51:	:
Reprt:	" :	4:	3 :	4 :	51:	:
Sheet:	Stores:	4:	3 :	4 :	72:	95 :
Rprt.:	" :	4:	4 :	4 :	95:	95 :

The sheet prepared for date of Nov. 22, agrees with our report of same date, one old house of course, being occupied for office use.

Trusting this will meet your requirements, I am

Very truly yours,

Fred D. McCracken

FDMcC/PF.

December 5, 1919.

Mr. F. D. McCracken,
Operating Representative,
U. S. Housing Corporation,
Truxtun R. F. D.,
Portsmouth, Va.

Dear Sir: SUBJECT - REPORT FOR NOVEMBER

I desire to call to your attention the enclosed reports -

1 - Covering the month of November
22- Comparative Report between October and November

Please check these up carefully in reference to the total number of renting units on your project, houses occupied and vacant. Also check the amount of money involved in the gross rental and present income.

You will also find enclosed a chart showing the percentage of occupied and percentage sold.

In order that we may get the number of houses sold on your project in the monthly report, it will be necessary for you to wire us the total number of payments made, so that we may figure the expense of making these collections.

Any suggestions you may have in reference to a change in these reports will be appreciated.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MS
Enclosures

1

Trumpton 10

U. S. HOUSING CORPORATION

ESTIMATED BUDGET FOR PERIOD NOVEMBER 1, 1919 TO JULY 1, 1920.

Appropriation for year				" $12,500
Expended first quarter		Aug., Sept. & Oct.		" 2,237,53
Balance				" 10,262.47
Office Salaries			" $2334	
Maintenance			" 402	
Operating Expenses				
Office ~~Rent~~ Water	" $24			
Bond	" 13			
Heat	" 54			
Light	" 40			
Telephone	" 54			
Supplies	" 50			
Miscellaneous	" 50	" $285		
Insurance	Rated at $30 perM.	"		
Water Rent		" 734	"	
Maintenance Expenses				
Repairs to water line		"		
Miscellaneous Repairs				
Hardware	"			
Electric Fix.	"			
Lumber	"			
Sheet Metal	"			
Roofing	"	" $300		
Repairs to Plumbing	Included	"		
" " Heating	in	"		
Repapering & Painting	Misc.Repairs.		"	
School System			" 5000	
Police System			"	
Fire Protection			"	
Taxes (If any)				
Total		$1319	$7736	"$10,262
Balance - July 1, 1920				" $1,207

Willard Howe, Operating Representative.
Chas. L. Ellis, Reports.

#1927.

U. S. HOUSING CORPORATION

ESTIMATED BUDGET FOR PERIOD NOVEMBER 1, 1919 TO JULY 1, 1920.

Appropriation for year				" $12,500
Expended first quarter		Aug., Sept., & Oct.		" 2237.53
Balance				" 10,262.47
Office Salaries			" $2334	
Maintenance			" 402	
Operating Expenses				
Office ~~Rent~~ Water	" $ 24			
Bond	" 13			
Heat	" 54			
Light	" 40			
Telephone	" 54			
Supplies	" 50			
Miscellaneous	" 50	" $285		
Insurance	Rated @$30	per M.		
Water Rent		" 734	"	
Maintenance Expenses				
Repairs to water line	"	"		
Miscellaneous Repairs				
Hardware	"			
Electric Fix.	"			
Lumber	"			
Sheet Metal	"			
Roofing	"	" $300		
Repairs to Plumbing	Included	"		
" " Heating	in	"		
Repapering & Painting	Misc.Repairs		"	
School System			" $5000	
Police System			"	
Fire Protection			"	
Taxes (If any)				
Total		$1319	$ 7736	" $10,262
Balance - July 1, 1920				" $ 1,207.

Willard Howe, Operating Representative.
Chas. L. Ellis, Reports.

#1927.

10

November 26, 1919

Mr. F. D. McCracken,
Operating Representative,
Truxtun R. N. D.,
Portsmouth, Va.

SUBJECT - SPECIAL REPORT

Dear Sir:

Please find attached report made by the Manager of the Operating Division to the President of the Corporation as of November 15, 1919.

It is necessary that you check up the number of renting units, number occupied, number vacant, and monthly gross rental as a total of all houses, and those occupied.

You will notice that we have now arranged for a column under "sold", giving the number of houses sold, monthly gross payment, and expense for collecting payments. If any houses on your project are now being sold, please arrange to carry them in your weekly report.

I wish to again call to your attention that the entire personnel of the Operating Division must accompany each weekly report, giving the name, duties performed, and salary or wage paid.

For your further information, you will find enclosed a blueprint chart, giving the record of occupancy of those houses on the various projects rented, and also those sold.

Any suggestions from you in reference to the improvement of the make-up of this report will be greatly appreciated.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MS
2 enclosures

10

November 20, 1919

Mr. F. D. McCracken,
Operating Representative,
Truxtun R. E. D.,
Portsmouth, Va.

SPECIAL ATTENTION - MONTHLY REPORT

Dear Sir:

Please find attached report made by me as Manager of the Operating Division to L. K. Sherman, President of the Corporation, under date of November 8th.

I desire that you at once check over the total number of families accommodated at your project, number of occupied houses, number of vacant, also your total rentals, and your total monthly office expenses shown under Operating. This amount covers the salaries paid to the Operating Force.

It is necessary to see that these amounts are carefully checked so that we may know that we are reporting them correctly. Any suggestion for the improvement of this report will be appreciated.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MS
Enclosure.

10

November 19, 1919

Mr. J. D. McCracken,
Operating Representative,
Truxtun R. E. D.,
Portsmouth, Va.

SUBJECT - APPROPRIATION COVERING TRUXTUN

Dear Sir:

Under the Civil Sundry Bill, covering the Fiscal year, from July 1, 1919 to June 30, 1920, for the operation of the Corporation property located at Truxtun, Congress has appropriated Twelve Thousand Five Hundred Dollars ($12,500).

As you have now had the experience of four months, from July 1st, in taking care of all operating expenses at Truxtun, I should like to have you make up a budget, covering the balance of the eight months, up to June 30, 1920, and advise me if the appropriation will carry your project through successfully.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MS

November 10, 1919

Mr. Fred D. McCracken,
Operating Representative,
U. S. Housing Corporation,
Truxtun, Virginia.

Dear Sir:

Please find enclosed copy of letter written by Mr. L. K. Sherman, President of the Corporation, to The Honorable Secretary of Labor, I hope that you will give this sufficient study.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH BW

Enclosed copy filed in Project Rpt - Gen. File.

10

November 10, 1919

Mr. F. D. McCracken,
Operating Representative,
R. F. D. Truxtun,
Portsmouth, Va.

Dear Sir:

Enclosed please find weekly report as of November 1st, which I wish you would kindly check over very carefully as to the matter of units at your project, and advise if they are correct as presented thereon.

If there are any old buildings on your projects, I should like to have the number of these on which you are receiving rentals, together with the total number of old buildings; also checking the total number of occupied and vacant houses. I should like to have this information at once.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MS
Enclosures

Copy
Filed at Wash'n.
1:15 p.m.
Nov. 8th
H.B.

Truxton
#12

Received at
U. S. HOUSING
CORPORATION
NOV 10 1919
Howe

Cradock, Va. November 8 1919

Willard Howe, Manager Operating Department U. S. Housing Corporation
~~Wa~~ 13th and "G" streets Washington D. C.

At Cradock three police four hundred fifty monthly five firemen seven hundred sixty monthly ten teachers about five not yet adjusted about eight to between eight hundred one thousand and one thousand monthly At Truxton two ~~s~~ stores twenty-five two stores twenty-two ~~dollars~~ fifty ~~cents~~ two appartments thirteen fifty two appartmentstwelveabove stores

H. L. Beach

Rush

Charge Dept of Labor Bureau of Industrial Housing card No. 2403290

10

November 6, 1919.

Mr. F. D. McCracken,
Operating Representative,
E. F. D. Truxtun,
Portsmouth, Va.

SUBJECT - SPECIAL REPORT

Dear Sir:

We are requested to at once compile data in reference to what is being done in various parts of the country to relieve the housing situation, and would suggest that if you know of any building construction in your locality or other vicinity, that you at once forward us the name of the city, name of the corporation or firm doing such building, name of the contractor, nature and extent of the project, stage of the work, or any other details in reference to organization, and location of project.

We would appreciate very much your forwarding such information to this office at the earliest possible date. Any other information you may have in reference to this subject would be very much appreciated.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MR

10

November 6, 1919.

Mr. F. D. McCracken,
Operating Representative,
Truxtun, R. E. D.,
Portsmouth, Va.

Dear Sir:

Please find enclosed copy of monthly report of Operating Division, for the month of October, 1919. I would like to have you study this very carefully, and any comments that you can make will be appreciated.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

18

October 28, 1919

Mr. F. D. McCracken,
Operating Representative,
~~Truxtun,~~ Portsmouth, Va.

Dear Sir:

Please find attached a report from the Operating Division as made to Mr. L. K. Sherman, President of the Corporation, under date of October 24th; also blueprint chart showing the percentage of occupancy of the Corporation houses.

Any suggestion for improvement in this weekly report will be appreciated.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division.

10

October 21, 1919.

Mr. F. D. McCracken,
Operating Representative,
Truxtun, Va.

Dear Sir:

Please find enclosed weekly report, also blue-print chart showing percentage of occupancy. Will you please check this over carefully and see if the correct number of houses appear opposite your project! Also note other figures pertaining to your project.

Any suggestions that you have to offer in reference to this report will be received with pleasure.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

10

October Thirteen
Nineteen Nineteen

Mr. F. D. McCracken,
Operating Representative,
H. F. D. Truxtun, Portsmouth, Va.

SUBJECT - OPERATING REPORT

Dear Sir:

For your information I am enclosing a report made from the Manager of the Operating Division to the President of the Corporation, also a blue print chart, showing the percentage of occupancy of your project.

I should like to have you look these over carefully, and any suggestions in reference to the improvement of this report will be greatly appreciated.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MS

10

October 8, 1919.

Mr. F. D. McCracken,
Operating Representative,
Truxton, R. F. D.,
Portsmouth, Va.

SUBJECT: COST ACCOUNTING.

Dear Sir:

During the period in which you have served as Operating Representative, you have found yourself under the necessity of recording on your books various business transactions reflecting your operating experience. This has been especially true since the beginning of the present fiscal year.

Being a practical business man, familiar with business methods and practice, you would have no difficulty in keeping proper records of these transactions were this your own private business.

This is Government business, however, fraught with all of its usual time-honored customs and safeguards.

It is not to be wondered it, therefore, that you have found it somewhat confusing at times to know just how to handle the ever-increasing requirements of fiscal accounting and bookkeeping--you will meet further complications as the sales campaign gets under way--and have felt the need of adequate means of keeping yourself straight and Uncle Sam satisfied.

Upon the Executive heads of the United States Housing Corporation rests the responsibility of gathering and condensing these records and presenting them to Congress on certain definite prescribed dates.

These Executives are real business men, extremely desirous of making their report to Congress a business exhibit, and of demonstrating that they, their predecessors and yourself are conscientious, experienced business men and loyal citizens worthy of trust and confidence.

Manifestly, in order to accomplish this purpose--namely, of presenting a real business exhibit of management to Congress--it will be necessary to have a uniform system of cost accounting, a system through which it is possible to record similar transactions, whether they occur at Bath, Maine, or Vallejo, Calif., in a certain clear, well-defined way. These transactions may be in the nature of a receipt for rent--an item of expense--a bad debt, or a sales contract, etc.

This part of our problem has already been solved. The "Operating Division Uniform System of Cost Accountint," including forms for our every purpose, and an exhaustive "Chart of Accounts," from which the accounts applicable to your particular project may be selected and transferred to your ledger; is now in our stock room ready for distribution.

It is recognized, however, that you are an "Operating Representative" and not an "Accountant," and it is not intended to burden you further with additional responsibility. In order to meet this exigency, a Cost Accounting Department, directly responsible to the Vice Executive, has been created, and a body of practical cost accountants have been trained in the use of the system.

One of these accountants will call at your project at an early date and not only instruct you personally in the use of the system but dig in and actually do the work necessary to bring your records up to date and make it a smooth-running reality.

We are confident that you will at once recognize the advantage of the system as a help to yourself as well as an absolute necessity to the managing heads of the Corporation, and it is a pleasure to feel that, now, as in the past, we can rely on your loyal cooperation in consummating this critically important phase of our duty as managers of some thirty million dollars worth of United States Government real estate.

Yours very truly,

UNITED STATES HOUSING CORPORATION

H. F. LaBrecque
Assistant to The Vice President

APPROVED:

Willard Howe
Manager - Operating Division

10

Willard Howe, Mgr.
Operating Rem Division

October 8, 1919.

Mr. F. D. McCracken,
Operating Representative,
U. S. Housing Corporation,
Truxton, R. F. D.,
Portsmouth, Va.

ADVISE WHEN WE CAN EXPECT YOUR ESTIMATE FOR COST OF OPERATING PROJECT FOR PERIOD JULY FIRST NINETEEN TWENTY TO JUNE THIRTIETH NINETEEN TWENTY ONE STOP ESTIMATES MUST BE MADE FOR THIS PERIOD NOT CONSIDERING POSSIBILITIES OF SALES

WH RH

WILLARD HOWE

#18

October 4, 1919.

Mr. F. D. McCracken,
Operating Representative,
Truxtun H. F. D., Portsmouth, Va.

Dear Sir:

Some time ago we sent to you two blueprints of your project, with instructions to correct the street names and insert the rentals for each house and also the house numbers. We presume that you never received the blue prints as they have not been returned.

I am enclosing two other blueprints of your project with instructions as to how they shall be filled out.

Will you kindly give this matter your immediate attention, as we wish to complete the tracing from which these blue prints were made.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOMES,
Manager-Operating Division

Enclosures
CFMcC/HB

10

September 30, 1919.

Mr. Thomas Cahill,
Operating Representative,
United States Housing Corporation,
Postoffice Box Number 761,
Portsmouth, Va.

SUBJECT: OPERATING EXPENSES

Dear Sir:

I am enclosing a copy of a report of the Operating Division made to the President of the Corporation under date of September 26th. I wish you would carefully note the last column "Operating Expenses" and go over your personnel very carefully to see if your percentage of operation can be reduced and still have the same efficiency.

We arrive at the figures of the last column by the relation of your total office force expenses to the amount of rents collected. You will realize that any reliable real estate concern would be perfectly willing to operate any of our projects - merely looking after the rents andoverseeing the property - for five percent of the rental collections. You will also note particularly that we are operating our larger projects at less than five percent.

I hope that you will give this situation careful study, which will result in reducing your personnel, so that the percentage in the column "Operating Expenses" will be much smaller.

It may be that we have made some charge against you that belongs to maintenance, but we have tried to confine our calculations strictly to your office.

I shall be interested to hear from you in reference to this report.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MB
Enclosure

18

September 30, 1919.

Mr. F. D. McCracken,
Operating Representative,
Truxton, R. F. D.,
Portsmouth, Va.

SUBJECT: OPERATING EXPENSES

Dear Sir:

I am enclosing copy of report of the Operating Division made to the President of the Corporation under date of September 26th. I wish you would carefully note the last column, "Operating Expenses" and go over your personnel very carefully to see if your percentage of operation can be reduced and still have the same efficiency.

We arrive at the figures of the last column by relation of your total office force expenses to the amount of rents collected. You will realize that any reliable real estate concern would be perfectly willing to operate any of our projects - merely looking after the rents and looking after the property - for five per cent of the rental collection. You will also note particularly that we are operating our larger projects at less than five per cent.

I hope that you will give this situation careful study, which will result in reducing your personnel, so that the percentage in the "Operating Expenses" column will be much smaller. It may be that we have made some charge against you that belongs to maintenance, but we have tried to confine our calculations strictly to your office.

I shall be interested to hear from you regarding this report.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

10

September 29, 1919.

Mr. F. D. McCracken,
Operating Representative,
United States Housing Corporation,
Truxtun R. F. D., Portsmouth, Va.

Dear Sir:

We are requested by Congress to at once furnish them with a complete budget covering the cost of operation of your project for the period of July 1, 1920. to June 30, 1921. This must cover in detail the maintenance of houses, water lines and electric lights, also the maintenance of office and any other expenses to which you are put.

It is hoped that you can forward this information not later than the latter part of this week.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager - Operating Division

WH/MB

September 9, 1919

Mr. Fred McCracken,

Operating Representative (Truxtun),

Portsmouth, Virginia.

SUBJECT - WEEKLY REPORT

Dear Sir:

Please find attached copy of the weekly report as submitted by the Manager of the Operating Division to the President of the Corporation. I trust that you will make a very careful study of this and continue to make every effort to keep your project one hundred per cent occupied. I will be interested to hear from you in reference to your comments on this report.

Yours very truly,

United States Housing Corporation

Willard Howe

Manager - Operating Division.

10

August 26, 1919.

Mr. F. D. McCracken,
Operating Representative (Truxton),
Truxton, R. F. D.,
Portsmouth, Va.

Dear Sir:

Please find enclosed copy of weekly report as made to Mr. L. K. Sherman, President of the Corporation, by the Manager of the Operating Division, also a chart showing the percentage of occupied houses in all projects.

I wish you would make a careful study of this report and chart, and I hope that the percentage of your project is at least 95 or close to the 100% occupied. If not, wish you would write me at once, giving full reasons why your project is not near the 100% occupied. We will be extremely interested in receiving your comments in reference to your unoccupied houses.

Thanking you for the cooperation we have received in the past, we are,

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RM

#10

August 18, 1919.

Mr. V. D. McCracken,
Operating Representative (Truxton),
Portsmouth, Va.

SUBJECT: WEEKLY REPORT, PORTSMOUTH, VA.

Dear Sir:

Please find enclosed weekly report made by the Manager of the Operating Division to the President of the Corporation. I have noted your project, and am pleased to see the increase in the percentage of houses occupied.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

10

August 12, 1919.

Mr. F. D. McCracken,
Operating Representative (Truxton),
Box 761,
Portsmouth, Va.

SUBJECT: OPERATING REPORT AS OF AUGUST 2d.

Dear Sir:

You will find enclosed blueprint giving the percentage of occupancy on your project, also a copy of report made by the Manager of the Operating Division to the President of the Corporation, giving the standing of each project.

Wish that you would study this very carefully, and if you have not already reached the percentage of occupancy that is near the 100% mark, trust that you will put forth your best efforts in order to have the houses on your project occupied by desirable American citizens.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION

OFFICE OF TOWN MANAGER

Truxtun-Project-150-C

~~CRADOCK, VA.,~~
P. O. BOX 761
PORTSMOUTH, VIRGINIA

AUG 9

Howe

#10

Mr. Willard Howe, Mgr.,
Operating Div., U.S.H.C.
Dept. of Labor,
Washington, D.C.

Dear Sir: (Subject- Trial Balance Sheet from date of opening to July 1st.)

Mr. Kennedy today informed me that your telegram addressed to me on the subject was received at the office of Mr. Cahill and as the book-keeping had all been done at the Cradock office that the request had been referred to the head book-keeper for compliance with your telegram.

Very truly,

Fred D. McCracken

Fred D. McCracken, O.R.
Truxtun-Project-150-C

#10

August 6, 1919.

Mr. F. D. McCracken,
Operating Representative, (Truxton)
U. S. Housing Corporation,
Box 761,
Portsmouth, Va.

Dear Sir:

I am interested to know what prospects there are for having the vacant houses at Truxton occupied. What progress are you making in reference to renting the unoccupied houses?

Would like to have full information as early as possible. I expect to be at Cradock and Truxton on Saturday, August 9th, and desire that you supply me with this information at that time.

Yours very truly,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE
Manager - Operating Division

WH RH

Truxtun 10

August 4, 1919.

Mr. F. D. McCracken,
Operating Representative,
United States Housing Corporation,
Postoffice Box Number 761,
Portsmouth, Va.

Dear Sir:

We wish to call your attention, in the strongest terms, to the absolute necessity for your exercising the soundest judgment in reference to all operating and maintenance expenses. The Sundry Civil Bill provided for Truxtun Houses $12,500. This sum must cover every expense, including local management, office overhead, maintenance of buildings, grounds, utilities and equipment, service furnished, payments in liew of taxes, insurance, and other necessary expenditures during the Fiscal Year ending June 30, 1920.

Unless the greatest care is used by you in watching expenses, you will find yourself without funds with which to pay salaries and other maintenance charges near the end of the fiscal year. You must understand that there is no means for getting any additional funds after you have reached the limit of your appropriation.

We are calling this to your attention at this time so that you may be fore-warned, and we are counting on your co-operation.

Yours for economy,

UNITED STATES HOUSING CORPORATION

WILLARD HOWE,
Manager-Operating Division

JOHN C. PRIOR,
Asst. Manager-Operating Division

JCP/MS

10

Willard Howe, Mgr.
Operating Division

August 4, 1919.

Mr. F. D. McCracken,
Oper. Repres. (Truxton)
U. S. Housing Corporation,
Portsmouth, Va.

MAIL AT ONCE TRIAL BALANCE SHEET FOR EACH MONTH FROM DATE OF OPENING OPERATING DIVISION OFFICE TO JULY FIRST SHOWING RECEIPTS AND EXPENDITURES STOP NOTE AMOUNTS PAID OUT YOU THINK SHOULD BE CHARGED TO CONSTRUCTION DIVISION

WILLARD HOWE

WH RH

Truxton 10

OFFICE MEMORANDUM

To: Mr. Willard Howe,

From: W. L. Soleau,

Date: July 31, 1919.

I hand you herewith copy of a letter today sent to Mr. McCracken relative to depository for the collection of rents at Truxton. I suggest that we had better get together and decide on depositories of all the Projects not yet having depositories.

W L Soleau

Comptroller.

WLS/BJ

COPY FOR MR. HOWE.

July 31, 1919.

Fred D. McCracken, Operating Representative,
United States Housing Corporation,
Portsmouth, Va.

Dear Sir:

I have to acknowledge the receipt of your letter of the 27th instant addressed to Mr. Webster, relative to designating the Mutual Savings Bank, Portsmouth, Va., ~~for~~ as the depository for rents collected from the Truxton Project. I have to state that it is rather the policy of the United States Housing Corporation to designate only National Banks for the purpose of receiving deposits of rents collected. You will be properly advised of the bank to be designated for this purpose.

Very truly yours,

UNITED STATED HOUSING CORPORATION,

(W. L. Soleau)
Comptroller.

WLS/BJ

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
HAMPTON ROADS DISTRICT
~~XXXXXXXXX~~
NORFOLK, VA.

10

Truxtun-via Portsmouth, Va., July 27, 1919

JUL 28

Howe

Mr. Willard Howe,
Operating Manager, U.S.H.C.,
Dept. of Labor,
Washington, D. C.,

Dear Sir:

In reply to your letter of the 24th relative to plan filling vacanct houses, I presume by this time you have received my letter on the subject.

Very truly,
Fred D. McCracken
Fred D. McCracken,
O.R., Truxtun-Project-150-C

Truxton #10

July 24th, 1919.

Mr. F. D. McCracken,
Portsmouth, Va.

Dear Sir;-

Several days ago, I wrote you a letter in reference to what you thought of the prospects of filling the unoccupied houses at Truxton. At your earliest convenience, I hope to receive a report from you in reference to this matter.

Yours very truly,

UNITED STATES HOUSING CORPORATION,

WILLARD HOWE,
Manager Operating Division

70

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

UNITED STATES HOUSING CORPORATION
HAMPTON ROADS DISTRICT
~~NORFOLK, VA.~~

JUL 25 19

Howe

Also Wrote
No. Ans.
Index

Truxtun-Project-150-C
July 23, 1919

Mr. Willard Howe,
Mgr. Operating Div. U.S.H.C.,
Washington, D. C.,

Dear Sir:

In reply to your letter of the 21st in reference to the operation of the Truxtun houses I beg leave to state that for the present the operation of the Truxtun project is the same as when under the supervision of Mr. Cover as to the business end. After going over the situation with Mr. Mason we agreed that it would be best for matters to continue, that is the rents to be turned over to Mr. Mason until the first of August, pending definite instructions from your Division. He would carry the pay roll, composed of the gardening force, mechanic, one laborer and I believe the three policemen.

Mr. Kennedy who was Mr. Cover's representative at Truxtun, informed me that all money matters as to the Truxtun project were handled at the Cradock office and that he only was supposed to collect the rents, turn the money over to Mr. Mason and get Mr. Mason's receipt for the same.

As to the weekly report I requested Mr. Mason as he had the books to make out a weekly report covering the week ending July 19th and file same with your office and also send me a copy so that I would have some information as to the report for the following week. Mr. Mason stated that he would do this but up to the present time he has not complied with the request.

In conclusion: The management is the same. No change can be made until # 4 and 5 of your circular of information dated June 25th are carried out by your office and specific information covering the project. You will realize the situation as to specific information as all of the officials of the Housing Corporation are at Cradock and they all state that they have received no definite information as to the Truxtun project and its future management.

Very truly yours,

Fred D. McCracken

Fred D. McCracken, O.R.
Truxtun-Project-150-C

10

Approx Project Costs

Portsmouth, District
TUXTUN · VA

Comptrollers Report 5/31/19 $900,000
Cost Engineers Report 6/25/19

1 Houses

Labor	280,939	
Material	242,403 =	523,342

Utilities

Labor	103,673		
Material	66,015 =	169,688 =	$693,030

overhead (field)	108,851
Plant	8,000
Fee	18,500
	$828,381

Real Estate
Architects Contract
Engineers Contract
Town Planners Contract.

10

UNITED STATES HOUSING CORPORATION
OPERATING DIVISION

PROJECT Truxtun, Va.

SUMMARY OF PROPERTY DATA AND ESTIMATED INCOME AND EXPENSE

No. of stores and families 265 No. of Bldgs 230 No. of houses 253 No. of Apartments 6
250 in new houses

NUMBER OF FAMILIES IN EACH TYPE OF HOUSE AND ROOM DETAIL

One-family			Two-family			Number of rooms per family (family in each) Each house has also a bath room						
Detached	Semi-Detchd	Row	(Duplex) Detached	Semi-Detchd	Row	2	3	4	5	6	7	8
198	52	-	-	-	-	-	-	-	250	-	-	-

NUMBER OF APARTMENTS AND ROOM DETAIL

Number of families	Number of Bldgs	Families per Building	Number of Floors	Number of rooms per family (family in each) Each house also has a bath room						
				2	3	4	5	6	7	8
6										

Note: The apartments are over stores.

DORMITORIES AND/OR HOTELS

Number of Bldgs	Persons provided for	Number of Rooms	Other Details
None			

OTHER BUILDINGS (OLD HOUSES ETC)

Sherwood House (old) eight rooms.
Vicks Store (old) converted into eight-room house; also seven-room house on school site.
Six stores (new) in one building.
Construction barracks and mess hall used as an assembly hall.

ESTIMATED INCOME IN DOLLARS

	Houses	Apartments	Dorms. or Hotels	Restaurants	Other Buildings	Total
Gross monthly						
Gross Annual						
Seven months						

ESTIMATED OPERATING EXPENSE IN DOLLARS

Field overhead - Salaries.....$
Miscellaneous.....

Maintenance - Ground.....
Buildings.....
Equipment.....

Service.....

Taxes or Service and Safety.....
Insurance.....

TOTAL.....$

NOTES:
#1340.

HOUSE NO.	DATE OCCUPIED		RENTAL CHARGES
BAGLEY STREET	TRUXTON, VA. 1919.		
12	May	12	$16.00
~~16~~	~~xxxxx~~	~~28~~	
DEEP CREEK BVD.			
51	April	22	18.00
53	"	11	19.00
DEWEY STREET			
2	April	29	16.00
4	May	2	16.00
5	"	9	18.00
10	"	9	18.00
14	"	9	18.00
DOWNS STREET			
3	May	1	18.00
HOBSON STREET			
3	April	4	18.00
7	"	1	19.00
11	May	9	18.00
15	April	24	18.00
16	"	10	18.00
17	"	24	18.00
18	"	15	19.00
23	May	3	18.00
40	April	24	18.00
41	"	29	18.00
47	"	13	20.00
~~42~~	~~"~~	~~14~~	~~15.00~~
~~45~~	~~March~~	~~18~~	~~18.00~~
KEY ROAD			
58	May	9	16.00
60	"	9	16.00
64	"	9	18.00
68	April	24	16.00
70	May	6	16.00
72	"	5	18.00
113	April	1	16.00
115	"	16	16.00
123	March	17	18.00
125	April	1	18.00
126	March	12	16.00
127	April	1	18.00
128	March	6	16.00
132	April	1	19.00
~~133~~	~~April~~	~~24~~	
134	May	1	18.00
135	April	9	18.00
136	"	1	18.00

FORWARDED TO
PAGE #2.

HOUSE NO.	DATE OCCUPIED		RENTAL CHARGES
KEY ROAD (CONTINUED)	TRUXTON, VA. 1919.		
137	April	1	$18.00
139	"	1	18.00
141	March	17	19.00
142	April	11	19.00
145	March	6	16.00
146	"	27	16.00
147	"	6	17.00
149	May	9	17.00
158	April	1	18.00
159	March	3	18.00
~~160~~	~~X~~	~~X~~	~~X.XX~~
165	April	24	19.00
168	March	10	18.00
171	March	4	18.00
172	April	1	16.00
173	May	9	18.00
174	April	16	18.00
176	"	1	19.00
178	March	24	18.00
179	April	15	19.00
181	March	11	18.00
182	May	1	16.00
183	March	1	18.00
184	"	1	19.00
185	"	5	18.00
MANLEY STREET			
20	March	24	18.00
22	"	7	18.00
24	April	1	18.00
25	March	19	16.00
26	April	1	16.00
27	March	19	16.00
30	"	24	18.00
31	May	3	19.00
36	March	24	18.00
37	"	15	18.00
45	April	1	16.00
46	"	1	16.00
48	"	1	16.00
51	"	10	16.00
54	"	1	18.00
56	March	19	19.00
58	"	26	18.00
66	April	6	19.00
70	May	5	16.00
72	"	5	16.00
76	"	9	19.00
81	"	8	18.00

NUMBER OF FAMILIES IN HOUSES - - - - 83

TOTAL RENTALS OF HOUSES OCCUPIED - - - - - $1,460.00

#10

CROSS INDEX SHEET

FILE --- Truxtun, Va. # 10

ORIGINAL FILED UNDER --- Cradock, Va. # 10

DATE --- June 16, 1919

FROM --- F. G. Cover

TO --- Willard Howe

SYNOPSIS

Letter:

At Truxtun the attached blue print does not mention the four stores being erected there, the Sherwood house containing eight rooms, the Vicks Store which will be made into a residence to contain eight rooms, also the barracks and mess hall building which is to be retained ad an assembly hall, in addition to which the house on the school site lot, known as the Administration Building, containing seven rooms and bath, will be a permanent building to be added.

Since writing the above it is noted that under the caption of "Other Buildings" on the blue print reference on made to one school at Cradock and two old houses and one school at Truxtun. These notations are inaccurate and should be corrected to conform to the above information given. Also attention is called to the fact that there is no school at Truxtun.

#1124

Orig filed
Cadock #10

27 .919

Truxtun 10

May 26, 1919.

Mr. Willard Howe,
Manager Operating Division, U. S. Housing Corporation,
613 G. Street, N. W., Washington, D. C.

Cash Receipts Cradock and Truxtun to May first Ten Thousand Three Hundred and Twenty-eight Dollars and Eighty-five cents. Stop. Total Disbursements same period Cradock and Truxtun Eight Thousand Two Hundred and Seventy-one Dollars and Ninety Cents.

F. G. COVER,
Town Manager

Frank

Western Union 23921-0

March 23 '79

NOTICE

ALL RESIDENTS OF TRUXTUN ARE REQUESTED TO MEET AT THE FIRST BAPTIST CHURCH, BRIGHTON, SUNDAY MARCH 23d, AT 3 O'CLOCK. MATTERS OF IMPORTANCE TO THE RESIDENTS OF TRUXTUN TO BE CONSIDERED.

W. H. JENNINGS
COMMITTEE

Truxtun

FROM: Asst. to Chief and in charge of Colored branch, Washington Division, U. S. Homes Registration Service.

TO: Mr. L. K. Sherman, Pres., U. S. Housing Corporation,

Subject: Official visit to the Truxton Project, near Portsmouth, Va.

Pursuant to your request as contained in your letter to Mr. E. S. Hage, Manager of the Washington Division, U. S. Homes Registration Service, I left Washington, D. C., March 21st, on an official visit and inspection of the Truxton housing project. Owing to the inadequate hotel accommodations at Portsmouth, Va., it was necessary for me to stop at Norfolk, Va., and go backward and forth to Portsmouth and Truxton.

I left Washington, D. C., Friday, March 21st at 9:25. I stopped over a train at Richmond, Va., to confer with Mr. T. C. Irvin, Supervisor of Negro Economics for the State of Virginia, which service is under the direction of Dr.G. E. Haynes, Director of Negro Economics, U. S. Department of Labor. Under the authority of the U. S. Department of Labor and through the Director of Negro Economics, Mr. Irvin has organized throughout the State of Virginia, Negro Workers Advisory Committees. A very active committee is at Portsmouth, Va., and the committee has been very much interested in the housing project at Truxton.

After going over the object of my visit to Truxton, Mr. Irvin consented to accompany me. We left Richmond at 4 P.M., same date, arriving at Norfolk at 7 P.M. We immediately got in communication with Mr. W. H. Jennings, Chairman of the Portsmouth Negro Workers Advisory Committee and at Mr. Jennings request we went over to Portsmouth and conferred with him at length as to the object of my visit. Mr. Jennings immediately assured us of the hearty cooperation and the sincere desire of his committee to assist us in every way possible to carry out the desire of the U. S. Housing Corporation in a program of education among the present and prospective tenants of Truxton as to the proper care and up-keep of the premises so that the project may stand as a model workers community.

It was decided that a mass meeting be called for the following Sunday afternoon at one of the churches near Truxton, and special effort be made to get the present and prospective tenants to attend. Mr. Jennings stated that he would have work as to the meeting passed around among the employees of the Navy Yard and also have notices passed around among the tenants at Truxton. (a copy of notice herein inclosed). It was agreed that we would meet Mr. Jennings at the Navy Yard the next day (Saturday morning) for a conference with Navy yard officials.

Saturday, March 22d:-Mr. Irvin and myself met Mr. Jennings and Prof. Ridick, who is in charge of the Colored Schools of Portsmouth, and Rev. Lomax. We were presented to Mr. W. B. Aydelotte, Chief Clerk to the Industrial Manager of the Navy yard, who comesin daily contact with the large number of Negro employees of the yard. Mr. Aydelotte was personally interested in the project as he realized that it meant better living conditions for his employees and thereby increasing their efficiency in the yards. He also stated that he would do all possible to keep the project

up to a high moral standard and already had plans under way to provide a library for Truxton.

We were next presented to Rear-Admiral Fechteler, Commandant of the Navy Yard and to Rear-Admiral Harris, official -in-charge of the 5th Naval District. Both officials had more than a passing interest in the project and expressed willingness to assist in every way possible to make the project a success.

We next called called on Mayor Haney, who is also an employee of the Navy Yard . He took considerable pride in Truxton and fully realized what it meant to a very desirable and hard working class of citizens and wanted us to assure the present and prospective tenants that whenever Truxton was officially a part of Portsmouth that the City of Portsmouth would not neglect it and would do its part to keep it up to a very high standard.

As the Negro employees of the Navy had a very high regard and affection for Rear-Admirals Flechteler and Harris and also for Mayor Haney, we wanted to bring to them at our meeting a direct message from these officials as to their interest and also what they expected of the citizens of Truxton, and that the citizens of Truxton could expect most any day to find their good friends, Rear-Admirals Fechteler and Harris, Mr. Aydelotte and Mayor Haney, visiting them to ascertain just how they were treating the property. We knew that this would have a very strong impression on the employees of the Navy Yard who would reside in Truxton.

We visited Truxton in the afternoon and talked with a number of the present tenants. They wil were much pleased with their homes and expressed a strong desire to follow out anyinstructions they might receive, either through club organizations or through the town manager as to the proper care of the houses. They all seemed to feel a high sense of pride and as one poor soul expressed herself, "She could hardly believe she was living and that she was in some sort of a trance as the house was so beautiful and above all had such a nice large white bath tub." The houses we visited seemed to be in good condition. We found Mr. Simpson, asst. to Mr. Cover, very accommodating and doing his part to assist the tenants in being comfortable and also starting them off in the right direction in the careof the property.

After a conference with Miss Carrie L. Dukes who is in charge of girls work for the war camp community service and one who is a trained social service worker of much experience, who consented to take charge of club organization work among the women tenants of Truxton; we returned to the office of Mr. Jennings and prepared plan for organization work in the proper care of Truxton.

We agreed that as Truxton was a part of the City of Portsmouth and that there was already in existence a very strong, active and influential organization known as "The Negro Workers Advisory Committee for Portsmouth," and that this committee had already been of valuable assistance to Mr. Cover, the local manager of the Truxton project, in the selection of tenants and in advice as to policy of the community; that an auxilliary to the

Portsmouth Committee be created and the members selected from the tanants and prospective tenants.

The Auxilliary committee is to meet weekly; to keep in constant touch with Mr. Cover and the tenants and to be a sort of a clearing house for all complaints and recommendations and also act as a city council and have duties as such until the project was completely finished when plans would be made effective for a sort of a city government elected by the tenants. The committee would advise the tenants as to the proper care of the property; encourage community buying, the proper recreation, individual and community gardening, to keep their yard and alley in healthful and sanitary condition and to assist in every way possible in carrying out whatever rules and regulations promulgated by the U. S. Housing Corporation through its local manager as to the proper care of the houses, streets, alleys and the community in general. It also being obligatory on the part of the committee to confer frequently with the town manager on all matters affecting any change as to the fixed policy for Truxton.

Sunday, March 23d: With Messrs. Irvin, Jennings. Covington and Thomas, the latter two being prospective business men of Truxton, we called on Mr. Cover, your local manager. We found Mr. Cover deeply and keenly interested in the success of Truxton and expressed himself several times as to his honest and sincere desire to help the citizens of Truxton to make Truxton a model workers community and was willing and ready at all times to cooperate and to work in harmony with any and all organized efforts that may bring about this high standard. We went over with him our proposed plan and he expressed himself entirely in accord with our effort and fully realized just what might be accomplished and would freely consult such a committee on all matters concerning Truxton.

It was thought best not to attempt to organize the women of Truxton as the Women's branch of the Council of Defense had charge of organization work among the women of Portsmouth and the Colored ladies in charge of this work desired to make Truxton as one of the Districts and they promised to carry out our plan and scope of work among the house wives of the present and prospective tenants and that such an organization would be organized Sunday next March 29th at one of the homes of the present tenants or at the house which Mr. Cover is having remodelled to serve as a temporary community house or town hall for Truxton. Miss Duke will have charge of the organization.

Meeting of tenants and prospective tenants: Over one hundred were present and agreat majority of them were either present or prospective tenants. The meeting was called to order by Mr. Jennings and he explained in detail the object of the meeting. Addresses or heart-to-heart talks were also made by Mr. Irvin, myself, Rev. Lomax and a few of the tenants and prospective tenants; we also invited questions from those interested and all questions were answered in a satisfactory manner. Our talks covered the following phases: Truxton should consider itself very fortunate in having such a project or development; the only place in the country where the United States Government had developed such a project for the benefit of

the Negroes; if the citizens of Truxton made a success of this development, large industrial concerns employing large number of Negroes would be encouraged to do likewise so responsibility for housing relief among their people throughout the country rested uponthem; U. S. Government and their good friends in Navy Yardhad confidence in their desire for good homes to keep the community up to a very high standard; we covered the ground carefully and sympathetically as to the proper care of the premises. The audience was very attentive and we believe we made a very strong impression as to our desires and what was really expected of them as we sincerely appealed to their race pride and the love they had for their children, providing decent living, free from vice and immoral surroundings.

The committee as an auxilliary to the Portsmouth Committee was appointed and composed of very active, influential and responsible citizens either present tenants or prospective tenants who are waiting for their houses to be finished. The Committee will prepare its program of duties and forward copies to Mr. Cover for transmittal to your office.

Mr. Cover stated that he expected a large flag staff in the near future and the Committee decided to have a big celebration, called "Truxton Day" and a large flag would be purchased and raised on that occasion.

GENERAL REMARKS: The Portsmouth Committee with the Auxilliary canvas the merchants of Portsmouth and endeavor to get enough furniture to furnish up a model house at Truxton.

Stock companies among the present and prospective tenants are now being formed to operate coal and wood yard and a general store; a Negro formerly in the butcher business in Portsmouth, at present a navy yard employee, will operate a meat-shop. A drug store may also be opened and a Doctor and a Dentist will be invited to locate there.

The Committee will investigate at the request of Mr. Cover, all applicants for houses. This is done to keep out as near as possible undesirables.

The women's organization will educate the women as to the proper up-keep of the homes and including general welfare and community service.

There is no question with the right sort of sympathetic understanding that Truxton will develop all that any one might hope for it. The people are honest and sincerely desirous of doing what is right to make it a model community. I have great faith in the class of men members of the Portsmouth Committee and of the auxilliary committee. They are all substantial, loyal, full of race pride and with high ideals of citizenship.

COMPLAINTS: The complaints registered while I was there were not serious. There was a very strong complaint on the part of both, the present and prospective tenants as to the absence of the hot water tank.

There was also complaint as to the present schedule of rents. I believe this is due to real estate agents at Portsmouth. However, after explaining in detail just what they were receiving at Truxton and citing conditions under which they were compelledto live in Portsmouth they all seemed to be satisfied.

They were also rather anxious as to the opportunity to purchase the property. We did not attempt to explain as to what might be the situation, but informed them that whenever the time came for the disposal of the property undoubtedly the tenants would have the preference.

SUGGESTIONS: That provision be made if possible for the installationof hot water tanks. Very few of the homes occupied by Negroes in Portsmouth have bath tubs. Unless the tanks are installed I fear they will be used as an ornament by some or as a storage for potatoes. It is rather difficult for them to carry hot water up stairs.

That Mr. Cover confer frequently with the Negro Workers Advisory Committee of Portsmouth and the Auxilliary at Truxton on matters affecting the tenants and project. Mr. W. H. Jennings, Chairman of the Portsmouth Committee, isome of the most influential Negroes in Portsmouth. He is an employee of the Navy Yard and has the absolute confidence of the Navy Yard officials, the city officials and with his own people. Mr. A. S. Lomax, Chairman of the Auxilliary Committee at Truxton, is also very influential, reliable and has the confidence of his own people and has a personal pride in Truxton.

It might be of value for Dr. Haynes, Director of Negro Economics or myself make a trip to Truxton within the next month. However, I am confident that with the sympathetic interest of Mr. Cover and the activities of the organizations for Truxton that the project will measure up to all what may be expected of it and that it will be one of the most successful workers communities in the country and stand as a monument to the U. S. Housing Corporation.

Respectfully submitted March 29th, 1919.

Very truly,

(Signed) Fred D. McCracken

Asst. to Chief, Registration & Placement
Section, U.S. Homes Registration Service
In charge of Colored Branch.

X# 10
Crupton

ORIGIONAL FILED IN CRADOCK FOLDER #10

TRUXTUN REPORT FOR WEEK ENDING MARCH 8 1919

Mr Howe 10
(Operating)

EXECUTIVE ORDER

File Reference

Name of Project Norfolk, Va. (150 - 0 Truxton)

To Production Division

Nor.2-1

Work to be done In accordance with memo of Mr.Otto Mr.Eidlitz to Mr.Sonner, dated February 5,1919, add 56 houses, as originally contemplated, on Truxton development. The present program of 194 houses will therefore be increased to 250 houses.

Date February 8, 19

Assistant Director.

Work to be begun	Estimated Date of Completion	Estimated Cost
		$
First Report Due		Estimated by

x #10
Truxton

D U M M Y
(original is filed in Cradock folder) #10

OFFICE MEMORANDUM

FROM: Willard Howe, Mgr. the Operating Div.

TO: B.L. Fenner, General Manager.

DATE: February 3rd, 1919.

Submitting recommendations he has to make as result of his visit to Turxton and Croddock:

Truxton
4 stores, by using 8 ready cut houses.

Mr Willard Howe 10
(operative)

EXECUTIVE ORDER

File Reference Apr. 4-a

Name of Project Norfolk, Va. - 1500 a & c

To Production Divisions

Work to be done Add to the housing program at Cradock 12 stores
and at Truxton 6 stores
The necessary primary schools are to be provided,
either through negotiation with the local school
authorities or by the Bureau.

Date January 31 1941.

Assistant Director.

Work to be begun	Estimated Date of Completion	Estimated Cost
		$
First Report Due		Estimated by

#10
Truxton

D U M M Y

(original is filed in Cradock) #10

FROM: C.H. Rapp, project manager

TO: D.T. Webster, Mgr. the Cons. Div.

DATE: January 27th, 1919

SUBJECT: Report of Mr. Rapp's trip Wednesday night to Cradock and Truxton jobs.

X #10
Trenton

D U M M Y

(Original is filed in Cradock #10)

Fro newspaper clippings under following heads see Craddock Folder #10:

Housing Corp. Makes Denial of Story, - Jan 3rd.

Changes will be made at Cradock - - - Dec. 30th.

Housing Plans of Government are considered - Jan. 3rd, 1919

X # 10
Trayton

D U M M Y

(Original filed in Cradock folder #10)

FROM: Wm. G. Sirrine, Dist. Mgr.

TO: Allan Robinson

DATE: Dec. 16th, 1919

SUBJECT: Shortage in accounts - J.M. Hempstead.

Attaching the following correspondence:

12/14/19 Letter from Fiscal Div. at Hampton Roads to Mr. L.R.Lewis, Subject: Mr. J.M. Hempsted.

12/13/19 Letter from Disbursing Officer, Hampton Roads Dist. to Mr. Kellogg, the District Auditor at Norfolk, reporting relative to shortage in collections of J.M. Hempsted.

x #10
Truxton

D U M M Y

(Original is in Craddock folder #10)

FROM: Wm. G. Sirrine

TO: Mr. Allan Robinson

DATE: Dec. 4, 1918.

SUBJECT: Activities in Hampton Roads District.

Mr.Sirrine enumerates 9 steps that he understand he has been requested to make in regard to operation at Norfolk, Craddock and Truxton

X #10
Truxton

C O P Y (Original is filed in Flat Iron Bldg under Norfolk)

MEMORANDUM

FROM: Mr. Charles Partridge

TO: Mr. Allan Robinson, Mgr. Operating Div.

DATE: Nov. 26th, 1918.

The District Manager at Norfolk is now charged with the duty of operating the ~~fixx~~ following:

1. Flatiron Bldg. - a 6 story office building. As I understant it, the U.S. Housing Corporation has leased all but the ground floor. It is subletting most of the building to other tenants, and the Operating Div. has been directed to furnish elevator service, janitro service, and to assume general management of the property.

2. The custody of the automobiles and the management of garage space and attendant have been turned over to the Operating Division.

NOTE: Space has been hired in a local garage and an attendant secured who devotes his entire time to the care of the cars belonging to the Corporation.

3. There are five small houses on the property which were purchased for the Glenwood development. While these were occupied at one time, they are now vacant and have not been formally turned over to the operating division.

4. A group of apartment houses at Cradock Va. containing accommodations for 104 vamilies are nearing completion. If ranges, plumbing fixtures and the labor necessary to install the, are available the building should be ~~furnished~~ finished hearly in December.

5. It was reported that the frames of 86 of the permanent houses were up. Some of them have roofs on and are sheathed, but I do not believe they will be ready for occupancy in the near future.

6. 24 portable, or so-called "ready cut" houses are in various stages of completion but they all lack plumbing so that it is difficult to determine just when they will be finished, unless some definite information can be obtained to the date when the plumbing fixtures will be delivered and installed.

7. Now that labor camps are to be operated, by the Con. Div., Mr. Sirrine should be reached by long distance telephone at once, so that he will not complete taking over the Labor Camp #2 form Lieut. Wilson of the U.S. Navy as he has been taking inventories and should by this time be ready to complete arrangements to purchase the supplies and equipment.

X# 10
Trueyton

D U M M Y

(original is filed in Cradock folder #10)

FROM: W.G. Sirrine, Dist. Manager

TO: Allan Robinson

DATE: Nov. 23rd, 1918

SUBJECT: Hampton Roads Division.

Explaining that Mr. Partridge had resigned as Dist. Mgr. and had turned over property and work as listed.

X # 10
Trupton

(D U M M Y)

(Original filed in Craddock)

FROM: F.R. Howe,

TO: Allan Robinson

DATE: Sept. 28, 1918

SUBJECT: Plan of Operation, Portsmouth-Norfolk, Va.

H. B. 51 b

U. S. DEPARTMENT OF LABOR
BUREAU OF INDUSTRIAL HOUSING AND TRANSPORTATION

#10

OFFICE MEMORANDUM

FROM Mr. J. D. Leland, 3rd., Vice Pres.
TO Dr. Ford
DATE August 30, 1918

JOB
LOCATION

Re: NORFOLK AND PORTSMOUTH, VIRGINIA.

Admiral Harris would like to have some understanding determined by the Corporation as to the expansion of Mr. Nicholls' power and position to take in the matter of registration of unoccupied houses and repair and operation of same for housing of Government employees.

Will you take this up with Mr. Robinson and Mr. Webster and submit a report on what we should do in regard to the situation at the above place.

I would like to have this information at the earliest possible moment so as to take action.

JDL3rd/GeB

From: James Ford
TO: Mr. J.D.Leland, 3d, Vice Pres.
Sept. 5, 1918.

Admiral Harris specifies in his Manual containing information and instructions governing operations in the Hampton Roads District submitted August 29, 1918, that his General Supervisor Mr. Nicholls is a Supervisor of Property Management & Operation, who shall be charged with the care of all Real Estate, Community Buildings, Rental Operations, repair and upkeep of same, including collection of rent and all accounts and records in connection therewith.

Mr. Nicholls would be an excellent adviser of this Bureau to report houses which it would be wise to commandeer. He is not considered to be the proper executive to carry through the commandeering, making of repairs and renting of these houses.

With reference to Homes Registration Service Mr. Nicholls has been very helpful in getting this service established in Norfolk-Portsmouth District and would naturally be one of the members of the Board of Directors. It is probably better that he should serve in this capacity than as manager of the registry because it is very important that the registry should follow the standard form and be operated by local committees. If local committees should use Mr. Nicholls as their manager no objection would be made, but they would probably make other arrangements.

Mr. Robinson will submit a separate memorandum.

All the above items have been attended to and this report is approved for filing by Date , 19
14—1457